



**LUDLOW SPRING FESTIVAL**  
**Exhibitor Application Form 2019**  
**SUNDAY MARKET**

**SUNDAY MARKET - 12th May 2019**

<b>BUSINESS NAME</b>	
<b>CONTACT NAME</b>	
<b>TRADING ADDRESS</b>	
<b>TOWN/CITY</b>	
<b>COUNTY / POST CODE</b>	
<b>TELEPHONE / MOBILE</b>	
<b>EMAIL</b>	
<b>WEBSITE ADDRESS</b>	www.

**DESCRIPTION OF PRODUCT I WISH TO SELL – THIS IS NOT OPTIONAL**  
**YOU MUST ALSO SUPPLY PICTURES OF THE STAND & PRODUCTS TO SUPPORT THIS APPLICATION**

Please continue on a separate sheet if there is not enough space

AREA - SUNDAY MARKET	SPACE	COST	TOTAL
<b>PRE-BUILT MARKET STALL</b>	2.5m x 1.5m	£50 Sunday <u>only</u>	£
<b>VENDOR PITCH - PRE-BUILT MARKET STALL <u>or</u> OWN TRAILER/MARQUEE HOT FOOD / DRINKS consumed on site</b>	2.5m x 1.5m	£100 Sunday <u>only</u>	£
TABLE BOARDS – fit into pre-built market stall			£ FREE
ADDITIONAL ITEMS	QUANTITY	COST per day	
13 AMP Socket (1 socket = 13amp)		@ £15 per 13 amp socket	£
SUB TOTAL			£
<b>TOTAL AMOUNT PAYABLE (Inclusive VAT @ 20%)</b>			<b>£</b>

<b>ALL ELECTRICAL ITEMS YOU WISH TO USE ON YOUR STAND <u>MUST</u> BE LISTED BELOW</b>	
ITEM(S)	WATTAGE

**Please return this form together with the 'Method of Payment/Additional Information Required + Signature' Form to: Event Manager, Ludlow Food Festival, Unit 12, The Business Quarter, Eco Park Road, Ludlow SY8 1FD**



**LUDLOW SPRING FESTIVAL**  
**Exhibitor Payment/Info Form**  
**SUNDAY MARKET**

**PAYMENT METHOD**  
**A MINIMUM NON-REFUNDABLE DEPOSIT OF £25 (MARKET STALL) £50 (VENDOR PITCH) IS REQUIRED UPON CONFIRMATION OF APPLICATION AND RECEIPT OF INVOICE.**  
*No application can be processed without this. Full payment is due no later than 31st March 2019.  
 After this date the Event Organisers reserve the right to re-let the space.*

<b>BUSINESS NAME</b>	
<b>CONTACT NAME</b>	
<b>TELEPHONE</b>	

<b>CHEQUE PAYMENT:</b>	<b>Office Use:</b>
I enclose a cheque for £ Please make cheques payable to: <b>LUDLOW SPRING FESTIVAL</b>	Received: Chq No: Banked:

<b>BACS PAYMENT: £</b>	<b>Office Use:</b>
Please <b>DO NOT</b> make payment until your booking has been accepted – an Invoice will be sent to you – <i>thank you!</i>	Invoiced: Invoice No: Received:

**ADDITIONAL INFORMATION & DOCUMENTS REQUIRED**

**Name of Local Environmental Health Authority Registered to:**

**Copies of the following:**

- FSA Food Hygiene Rating (if applicable)
- Public, Product & Employee Liability Certificates, including Policy No
- Health & Safety / Fire (if applicable) Risk Assessment(s)

**ALLERGENS**, (if applicable) **please tick the appropriate box below:**

The products I produce for consumption to the public are **free from Allergens**, they have been tested to confirm this and I have proof of the testing together with supply chain trace of ingredients.

The products I produce for consumption to the public **may contain Allergens**, and I have a nominated person who will handle all food allergy queries from consumers.

**NB** It is a mandatory requirement for signage and notices to be in place at the event - failure to provide this information on the day will result in your being unable to trade!

**Copies of these above documents shall be submitted to the Event Organisers at the time of booking either by post or electronically by email. Your application will not be processed without these.**

**USEFUL WEBSITES:** [www.allergyuk.org](http://www.allergyuk.org), [www.food.gov.uk](http://www.food.gov.uk)  
**Alcohol Wholesale Retail Sale (AWRS) No.** (If applicable)

**PLEASE TICK (v) the following:**

PREFERRED CONTACT VIA	Email	Post
PLEASE CONTACT ME ABOUT SPONSORSHIP OPPORTUNITIES	Yes	No
I AM WILLING TO DONATE INGREDIENTS FOR DEMONSTRATIONS	Yes	No

**SET UP TIMES: SUNDAY 7AM-9AM**

**I have read and agree to the Terms and Conditions of Booking for the 2019 Ludlow Spring Festival**

<b>SIGNED:</b>		<b>DATE:</b>	
<b>NAME IN PRINT:</b>		<b>POSITION:</b>	

**Please return this form together with the 'Exhibitor Application Form' to: [info@foodfestival.co.uk](mailto:info@foodfestival.co.uk), or by post Event Manager, Ludlow Food Festival, Unit 12, The Business Quarter, Eco Park Road, Ludlow SY8 1FD**