



## Traders Application

Contact Name:	
Trade Name:	
Address:	
Post Code:	
Telephone Number:	
Mobile Number:	
Email:	Website:

### Trading Rules

- Please arrive on site by 8.00am 1<sup>st</sup>/2<sup>nd</sup> September 2018. Please let us know when you plan to arrive.
- Stalls must be packed down and off site by 6.00pm.
- There will be no parking next to the stall. Directions on parking will be sent.
- 3m x 3m Gazebos will be provided but please bring your own tables
- Sorry we cannot accept late arrivals to the site on the day.
- Please send copies of the required documents before the event (see checklist below).
- If using gas all units must include appropriate storage of cylinders in line with UK legislation.
- Your pre booked pitch will be allocated to you. We endeavour to allocate the best possible space for you so please understand this is not negotiable.
- Petrol generators are not permitted on site at any time.
- We do not accept responsibility or liability for any lost or stolen goods.
- Please ensure you keep your stock under lock and key or out of sight whilst not attended.

### Stalls

Type	Price		Please indicate which day/ days	
			Saturday	Sunday
Retail/Craft	1 Day £25.00	Both days £40.00		
Food	Applications for food concessions invited - Price to be negotiated			

### Type of products or crafts sold (or supply separately)

**Required Documents**

You must confirm that you hold original copies of all the relevant documents listed below.

Refunds will not be given.

**RETAIL/CRAFT STALL**

<b>Risk Assessment (inc set up, trading, break down, if relevant)</b>	
<b>DBS Enhanced Disclosures ( if relevant)</b>	

**CATERING**

<b>Risk Assessment (inc set up, trading, break down)</b>	
<b>Fire Risk Assessment (if required)</b>	
<b>Fire Retardancy Certificates (if required)</b>	
<b>Electrical PAT test certificate (if required)</b>	
<b>Local Authority Food Hygiene Inspection Report (if required)</b>	
<b>HACCP ( food traders)</b>	
<b>Gas Safety Certification (if required)</b>	
<b>Staff Food Hygiene Certificates ( food traders)</b>	
<b>Public Liability Insurance</b>	

**Please send applications forms and payment to:**

Bosfest  
31 St Pauls Road  
Burnham-on-sea  
Somerset  
TA8 2BH

**Preferred payment method**

All cheques to be made payable to: Bosfest