

Nelson

Food and  Drink Festival

Saturday September 8th 2018



Stallholder/Pitch Expression of Interest

www.nelsonfoodfestival.co.uk

sue@scottdawson.co.uk

01282 426846

Scott Dawson Advertising Ltd, Dawson Court, Billington Road, Burnley BB11 5BW

 www.twitter.com/nelsonfoodfest





Pitch Application

8th September 2018

MUST BE RETURNED WITH RELEVANT DOCUMENTS

Business name:	
Contact Name:	
Company Address	
Postcode	
Tel No	
Email	
Website	
Twitter	
Facebook	
Local Authority registered with	
Kitchen Food Hygiene Rating certificate (food and drink traders this is essential- nothing less than a 4 rating will be acceptable)	
Company Invoice Name (if different)	
Company Invoice Address and Postcode (if different)	
Main product description/s	



How long have you been trading?	Years Months
Lancashire producer collaboration. Please state from whom you buy your core ingredients	
Are you interested in sponsoring the event in some way?	Yes <input type="checkbox"/> No <input type="checkbox"/>
ALL stands, set up is Saturday 8 th September by 8.00am.	

MUST BE RETURNED WITH RELEVANT DOCUMENTS

FULL PAYMENT TO BE MADE BY 31ST JULY 2018, PAYABLE TO Scott Dawson Advertising Ltd. THIS WILL SECURE YOUR PLACE AND IS NON-REFUNDABLE.

By submitting this form you are agreeing to the Festival's Terms & Conditions (see online).

Stands open from 10:00 am until 4.00 pm

STAND INFORMATION – YOU NEED TO PROVIDE YOUR OWN OUTDOOR TABLES/GAZEBO/COVER WITH APPROPRIATE WEIGHTS TO SECURE GAZEBO

STAND SPACE IS 3M X 3M WITH ONE OPEN SIDE ONLY. IF YOU REQUIRE A LARGER STAND AT AN EXTRA COST, PLEASE CALL 01282 426846 TO SPEAK TO SUE LAWSON

Full payment to be made by 31st July 2018, payable to Scott Dawson Advertising Ltd.		
Pitch Type	Please circle answer and enter information if required	Total
3m x 3m Pitch with electricity £173– see following sheet		£
Standard 3m x 3m pitch without electricity @ £128		£
Size of area required , including clearance (NB standard pitch is 3m x 3m, larger areas will incur additional costs) Each additional 1m required will be £40 extra. Eg. 4m x 3m is £40 extra, 4m x 4m is £80 extra Size: m x m		£

Trader	Electrical	Requirements		
	Item	Plug Type	Individual Power Requirement	Total KW Needed
Example	Deep Fat Fryer	16 amp Ceeform blue plug	2.2KW	2.2
	Till	Standard 3 pin	100W	0.1
	Oven	32 amp Ceeform blue plug	8KW	8.0
			Total	10.3KW
		Please list each item requiring electricity	and its individual KW usage	
ITEM	Qty	Plug Type	Individual Power Requirement	Total KW Needed
			Total Power Requirements	KW
Electricity Pricing Structure- please select your power requirements		Total Power Required	Costs	Total Costs
Up to 3KW			£45	
Up to 6KW			£80	
Up to 9KW			£100	
Up to 12KW			£120	
Up to 15KW			£150	
Please note that electricity is vatable			Total cost + VAT	£

You are required to supply:

- Risk Assessment for your stand (including fire if using fire, electric or gas)
- Public Liability Insurance - minimum cover of £5,000,000 and cover dates must be on your copy
- Kitchen Food Hygiene Rating – those with none, or fewer than 4 stars will NOT be accepted
- Gas Safety Check – which will be sent to you nearer the time to bring to the event
- PAT tested equipment certificate

Alcohol, by permission only. You will require a TENS licence from PBC which is your responsibility- without this you will not be allowed to trade.



Declaration by Exhibitor:

This is my/our contract for stands and other requirements at Nelson Food and Drink Festival and I accept that its completion does not itself constitute acceptance by the organiser. If the organisers notify me that my/our contract for space is accepted, a contract will be formed between me/us and the organisers, in which event I/we agree to be bound by the exhibitor Terms & Conditions outlined by Nelson Food and Drink Festival (which I have read and understood) which form part of this agreement. In particular, I fully understand and accept the terms and conditions dealing with postponement, cancellation etc. and dealing with the apportionment of liability.

Name: _____ Position: _____

Signature: _____ Date: _____

PAYMENT

All payments should be made payable to Scott Dawson Advertising. You will be sent an invoice for your stand which you should use as your receipt.

Please quote NFF followed by your Company invoice name when making your payment.

FULL PAYMENT by 31st JULY 2018 by cheque made payable to **Scott Dawson Advertising Ltd.**

Or via BACS 05 03 53 Acc. 23506574 Pitch fees not subject to VAT, however supply of electricity is subject to VAT

All monies are non-refundable.



SEND BY 31st JULY:

- **FULL PAYMENT TO SECURE YOUR BOOKING**
- **STAND RISK ASSESSMENT**
- **PUBLIC LIABILITY INSURANCE CERTIFICATE COPY**
- **FOOD HYGIENE SCHEME KITCHEN RATING CERTIFICATE**
- **PAT TESTING CERTIFICATE**

to:

Sue Lawson

Scott Dawson Advertising Ltd

Dawson Court

Billington Road

Burnley

BB11 5BW

VIA EMAIL with PDFs of your paperwork to sue@scottdawson.co.uk

Exhibitor Questions/Queries: Sue Lawson, Festival Co-ordinator: 01282 426846/ 07841 471900