**Application for a Community Fundraising**

**stall at Wendover Picnic in the Park 2024**

**Witchell Meadow, Wendover**

Saturday 31st August 2024, 12 noon – 4pm

|  |  |
| --- | --- |
| Name: |  |
| Charity/Organisation: |  |
| Address: |  |
| Contact Number: |  |
| Email: |  |
| Details of the activity you would provide at the event: |  |

Pitch fee: Free

**There is no power supply available at this venue.**

I have read and agree to your Terms & Conditions

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_

**All applications will be reviewed.**

**Completed application forms must be received by Friday 7th June 2024.**

**We will confirm our acceptance of pitches by Friday 14th June 2024.**

**Please return completed forms to:** Phoebe Sharps

Estates and Event Manager

The Clock Tower High Street Wendover Bucks HP22 6DU

01296 623056 - [estates@wendover-pc.gov.uk](mailto:estates@wendover-pc.gov.uk)

**Terms and Conditions**

* Event organisers will review your application and inform you via email of the decision by **Friday 14th June 2024**

* You must provide your own table and gazebo and bring your own weights
* Gazebos must be no bigger than 3x3 metres
* Cars will not be able to park on site while the event is live, parking is available in the Witchell Car Park off South Street or the library car park off the High Street.
* Generators may be used but only if they do not cause excessive noise or pollution
* Each stall must hold a current public liability insurance policy. A copy of the certificate must be provided if you application is accepted
* Please dispose of your own rubbish off site
* No music to be played on your stall
* No hot takeaway food to be sold on your stall
* You will be expected to have carried out a risk assessment for your stall and to have the appropriate action to minimise risks
* Pitches will be allocated by the event organisers
* Gazebos or other shelters must be correctly secured without creating trip and fall hazards
* In the event of extreme weather conditions, the organisers reserve the right to cancel or change the event. If this means the market does not go ahead a refund of the pitch fee will be given (if applicable)
* If you are found to be in breach of any of the above terms and conditions the event organisers reserve the right to remove you from the event.