

# Colwich and the Haywoods Summer Fete 21<sup>st</sup> June 2025

## Stallholder Booking Form

At: The Jubilee Playing Field, Main Road, Little Haywood, ST18 0TR

**PLEASE READ THE ACCOMPANYING TERMS, CONDITIONS AND GUIDANCE NOTES BEFORE COMPLETING THIS FORM.**

Name of stall:		
Main Contact:		
Mobile:		
Email:		
Description of business/charity/ community group:		
Basic Pitch (___X___):	£10	
Double Pitch:	£20	
Public Liability provided: (Tick box that applies)	Yes :	No:
Any other information or special request:		

For payment details see below.

I/We request the above facilities and agree to make a payment of £10/£20 by the 23rd May 2025

I/ We understand and agree to the terms and conditions of booking.

Signed: .....

(Name in capital letters) .....

Date: .....

This form must be returned either by email at [clerk@colwichparishcouncil.gov.uk](mailto:clerk@colwichparishcouncil.gov.uk) or by post to the Chief Officer, Colwich Parish Centre, St Mary's Rd, Little Haywood, ST18 0TX

Account Name: Payment details.  
Sort Code: 60-83-01  
Account Number: 20275967  
Colwich Parish Council

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## Terms and Conditions of Booking

1. Please note that returning this form does not guarantee you a pitch.
2. This booking form will be available to download from the Parish Council Website. [www.colwichparishcouncil.gov.uk](http://www.colwichparishcouncil.gov.uk) from **February 2025**. It will also be available as an email attachment from [assistant.clerk@colwichparishcouncil.gov.uk](mailto:assistant.clerk@colwichparishcouncil.gov.uk)
3. Bookings cannot be confirmed without a completed booking form and non-refundable payment of **£10/£20**, which must be paid by the **23<sup>rd</sup> May**. (If a payment has already been made it will be returned if your application is unsuccessful.)
4. If payment has not been received by the **23<sup>rd</sup> May**, the pitch will be offered to someone else.
5. Public Liability insurance must be provided. Failure to provide Public Liability will result in your application being declined.
6. Please note: The cost of the pitch does **NOT** include any tables, chairs or gazebos. **Please bring your own.**
7. The pitch sizes quoted on the booking form are maximum size. If you need more space please book a double pitch, accompanied by £20.
8. Bookings will be confirmed by email or text message.
9. By the 6th of May all stall holders will receive an email containing:
  - Details of your booking and confirmation of any special requests.
  - Times of the fete and setting up of stalls.
  - Address, Postcode and What 3 words of the fete.
10. Please give a full description of what goods you sell/ the charity or local group you represent.
11. Please note that special requests cannot be guaranteed.
12. The council reserves the right to refuse to accept a booking which is deemed to be inappropriate.
13. To comply with the GDPR your contact details will only be used by the Colwich Parish Council for the purposes of the Fair and will not be shared with any other third party without your permission.

Details.

What3words: Bolt.Rents.Workbench

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