



SLEAFORD CHRISTMAS MARKET

Sunday 27th November 2022

Outdoor Pitch Application Form

Please complete:

Name	
Trading as (if applicable)	
Contact Address	
Telephone Numbers	Home: Mobile:
Email Address	
Description of nature of goods/products/services	
Requirement of vehicle on your pitch (if you are booking an outside pitch)	<i>(please give details & reasons if/why your vehicle will be required to be on your pitch throughout the Market eg. selling straight from vehicle)</i>

Pitch Sizes & Prices	Number Required	Total Cost	Pitch Measurements
Outdoor Regular Pitch - 10ft pitch (3mx3m) @ £20.00 each (Bring your own table/trailer/gazebo)			
Outdoor Charity Pitch - 10ft pitch (3mx3m) @ £15.00 each (Bring your own table/trailer/gazebo) You will need to provide a letter of confirmation from the charity, with your application, stating that you are raising money for that charity.			
Indoor stall in marquee with table and chair provided – table is 1.8m (6 ft) long. There will be a maximum of 8 stalls in the marquee. Only one table can be booked per trader @ £28.00 each			
Outdoor Commercial Food & Drink Vendors - 10ft pitch (3mx3m) or small transit van size @ £35.00 – please specify your measurements (Bring your own stall, table/trailer/gazebo-self build).			
Outdoor Commercial Food & Drink Vendors larger than transit size or bigger than 10ft (3x3m) @ £60.00 each – please specify your measurements (Bring your own table/trailer/gazebo)			
Total Amount to Pay			



- I enclose a copy of my Public Liability Insurance (which needs to cover the date of the Christmas Market).
 - I have read and understood the Market Regulations.
 - I have enclosed catering/licensing certificates (if applicable).
 - I have enclosed a risk assessment if I am using a generator (if applicable).
 - I have enclosed my alcohol licence (if applicable). If you are selling alcohol, you will need to apply to North Kesteven District Council for a Temporary Event Notice (T.E.N). Please put 'Sleaford Christmas Market' on your application for the T.E.N). Information can be found at www.n-kesteven.gov.uk or by calling the NKDC Licensing Team on 01529 414155.
 - I have enclosed full payment for my pitch.
- Signed: Date:

Please return this form before Monday 17th October 2022 to:

Email: enquiries@sleaford.gov.uk

or to:

Christmas Market Bookings, Sleaford Town Council, The Town Hall,
Quayside House, Navigation Yard, Sleaford, Lincs, NG34 7TW

Details on how to pay are in the information letter.

For any queries about your application, please contact the Sleaford Town Council office on:
Telephone 01529 303456 Email: enquiries@sleaford.gov.uk

**Sleaford Town Council are registered under the Data Protection Act 1998,
so any personal data that you supply to us will only be used for the purpose for which it is given.**