

TARPORLEY CARNIVAL 2018

INFORMATION AND GUIDANCE

Please take care in completing the Application Form making clear whether you require a stall or a space or combination of the two. Stalls and spaces are available to rent **provided they are pre-booked**. Applications once submitted may be amended by contacting the Stall Organiser no later than 7 days before the event. If you intend to take part in the Parade you may discount the total fee (rental and parking) by 50%.

Stall erection will begin at about 8.00am. It is suggested that stall and space holders arrive from 9.00am onwards. Stalls should be claimed no later than 11.00am and set-up completed by 12.00 noon

Each stall comprises a steel frame with a wooden counter measuring about 1.8m x 0.9 metres (6 x 3ft) and is covered with a striped awning. (There is no protection at the rear and sides). Spaces approximately 3.6m (12ft) wide are available at intervals in stall rows.

Vehicle access is via the gate on Eaton Road. Participants should report to the Stall Organiser at the gate. They will be advised of the location of the stall/space allocated to them. (If time permits stalls will be labelled by the organisers). If a parking place has been reserved the vehicle should be parked behind the stall/space unless directed otherwise.

Vehicles may be driven on to the field from about 9.00am but must be removed no later than 12 noon, unless a parking spot has been reserved. Vehicles may be driven on to the field after 4.30pm to facilitate field clearance.

Stalls and spaces are available subject to the following conditions

- a) No noisy, noxious or dangerous activities shall take place
- b) All rubbish shall be removed at the close of the event. Stall and space holders are asked to assist in clearing rubbish in the vicinity of their stall or space whether or not generated by their activities and place it in the bins provided or in the waste skip located on the car park behind the Community Centre.
- c) The organisers reserve the right to decline Applications for stalls or spaces they consider unsuitable or inappropriate.

Please note that the Organisers have made arrangements for refreshments including burgers, hot-dogs, beer, wine, tea and coffee to be available. Applicants wishing to provide refreshments of any kind are likely to be turned down.

The Organisers are covered by appropriate liability insurance. Stall and space holders are responsible for the safety of others and security of the stall/space allocated to them and for any items on display or for sale. Stall or space holders inviting members of the public to take part in any activity are urged to consider the need for liability insurance and to make this clear on their Application Form.