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**General Stalls information sheet (Non-catering stalls)**

Please read this General Stall Information sheet **BEFORE APPLYING**

Br**ockley Society welcomes you to the 48th Hilly Fields Midsummer Fayre**,   
The biggest annual community event in the area. We are developing a green and sustainable policy, using paper instead of plastic and drinks in cans, **not plastic bottles**. **We do not allow** helium balloons or “Silly String” to be sold.

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| **STALL CATEGORIES**  Stalls will be grouped into categories based on what they offer: | |
| 1) Community & Services (**C&S**) | 2) Arts & Crafts (**A&C**) (both outside and in the marquee) |
| 3) Bric-à-Brac (**BB**) | 4) Food-related (**F**) Pre-packed only (NOT catering or cake stalls) |

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| **PITCHES AND COST** | | | | |
| **Pitch/Stall** | **Size** | **Location** | **Cost** | **Amenities** |
| Single pitch | approx 3m x 3m | Outdoors | £25 (£20) | None – bring your own table and chair |
| Double pitch | approx 6m wide x 3m deep | Outdoors | £50 (£40) | None – bring your own table and chair |
| Marquee stall\* | approx 2.5m (6ft) wide | Marquee | £60 (£55) | Table (6ft) and chair provided |

\*Marquee stalls are only for Arts & Crafts (A&C) NB: Prices in brackets are Early Bird rates, valid until 30/4/24

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| **BOOKING AND PAYMENT -** ONLY PREPAID STALLS WILL BE ADMITTED. |

1. Email your General Stall Application Form **NO LATER THAN** Friday 14 June 2024   
   to: **stalls@brockleysociety.org.uk**
2. You will receive an email containing your online invoice\* + payment details
3. When you make your payment, you must include the invoice no. & your name as reference **NO LATER THAN** Wednesday 19 June 2024
4. \*Once payment has cleared, your online invoice will show as PAID. The Fayre is organised entirely by volunteers. Please give us time to process your application.
5. In order **to gain entry onto the field, proof of invoice payment is required**, so don’t forget to bring a printed copy or have your phone charged up!.   
   Bookings are accepted on a **first-come, first-served basis and are non-refundable**.

We will adhere to GDPR guidelines with regard to your personal data.

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| **SETTING UP:** 9.30-11.30am |

* Access is from Tyrwhitt Road. Queue down Tyrwhitt Road, SE4 1QA. **Only 1 car per stall**
* Marquee stalls are pre-allocated.
* Pitches are allocated on arrival by stewards to the next available space in your pre-selected category.
* The stewards’ decision is final.
* You must unload and move to the free car park before you set up your stall. Stewards will watch your goods.
* All cars must be off the field by 11.30am
* **CAUTION: FOR SAFETY REASONS** When driving through the field, switch your **warning lights ON**, drive no faster than 5mph

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| **TAKING DOWN:** 5pm onwards |

* Although the fayre ends at 5pm, for safety reasons, you CANNOT BRING CARS ON SITE UNTIL 5.30PM
* Please take away all your belongings and rubbish from both your pitch and the surrounding area

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| **GUIDE** |

* There is **no power supply** or equipment provided.
* B**RING WHAT YOU NEED:** water, sunscreen, bin bags.
* Selling food or alcohol, broadcasting music or using amplifiers or generators are **strictly prohibited.**
* Outdoor pitches: an umbrella or gazebo can be useful.
* A single pitch size is equivalent to a standard gazebo.
* The Brockley Society reserves the right to refuse access to the site.

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**HILLY FIELDS MIDSUMMER FAYRE, SATURDAY 22 JUNE 2024, 12 - 5PM**

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|  | **The Fayre has no paid staff and is run entirely by volunteers.  Could YOU or someone you know be one of the team?** See [**www.brockleysociety.org.uk/volunteer/**](http://www.brockleysociety.org.uk/volunteer/) for more about how to get involved. |

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| **APPLICATION FORM: GENERAL STALL BOOKING** |
| **IMPORTANT:**   * **BEFORE APPLYING** please read the General Stall Information sheet (previous page) * This application form is **NOT** for catering stalls * Complete all sections of the application form in **BLOCK LETTERS** * You can email your **completed** application. * Only prepaid stalls will be admitted to the field, and are limited to **ONE VEHICLE PER STALL** |

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| **STALL NAME (to go on your invoice):** |  |
|  |  |
| **YOUR NAME (if different):** |  |
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| **Please give a brief description of what you plan to sell on the day:**  **Tick which category you want to be placed in:**  **⃞ 1. Community & Services (C&S)**  **⃞ 2. Arts & Crafts (A&C) (both outside and in the marquee)**  **⃞ 3. Bric-à-Brac (BB)**  **⃞ 4. Food-related (F) NB: Cold pre-packed food & drinks only. NO HOT FOOD OR CAKES** | | | |
| **Contact Name**\* |  | | |
|  |  | | |
| **Postal Address**\* |  | | |
| **Email Address**\* |  | **Telephone / Mobile**\* |  |
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\*Mandatory contact information. We will adhere to GDPR guidelines with your personal data.

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| **I/we have read and agree to abide by the conditions on the INFORMATION SHEET** | | | | | |
| **Signed:** |  |  | **Date:** | |  |
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**NB: NO TABLE OR CHAIRS ARE PROVIDED FOR OUTDOOR PITCHES**

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| --- | --- | --- | --- | --- |
| **Pitch type** | | **£ each** | **How many?** | **Total payable** |
| **Single outdoor pitch** | approx 3m wide x 3m deep | **£25 (£20)** |  |  |
| **Double outdoor pitch** | approx 6m wide x 3m deep | **£50 (£40)** |  |  |
| **Marquee Stall** (Arts & Crafts only) | 1 x 6ft table (chair included) | **£60 (£55)** |  |  |
| **Prices in brackets are Early Bird rates, valid until 30/4/24**  **Please email your completed application form to:** **stalls@brockleysociety.org.uk**  **The Fayre is organised entirely by volunteers.**  Please be patient and give us time to process your application. Thank you! | | | | |