

Christmas Food & Craft Fayre

Saturday 16th November 2019

Traders Booking Form

NAME.....

COMPANY.....

ADDRESS.....

.....POSTCODE.....

TELEPHONE.....MOBILE.....

EMAIL.....

WEB-SITE

PLEASE CIRCLE BELOW:

Product: Category: FOOD/CRAFT Is it made by you? YES/NO

DESCRIPTION OF THE PRODUCTS TO BE DISPLAYED AND SOLD:

PLEASE NOTE THAT THE BOOKING WILL BE BASED ON THIS AND IT WILL NOT BE POSSIBLE TO
DISPLAY PRODUCTS NOT LISTED:

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.....
.....

COMPANY NAME / WEB-SITE DETAILS FOR THE PROGRAMME

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The cost is £35.00 inc. vat for the Christmas Fayre.

The price includes a trestle table and chair and pitches are 5x6ft min, these sizes will vary due to room size and structures.

Electricity hook up is charged at £10. All electrical equipment used must be PAT tested and have valid sticker / certificate confirming this. Please advise at the time of booking if this is required as limited spaces.

11am-3pm; stallholders will have access from 9.30am.

Places are limited and will be allocated on a first come first served basis.

Full payment will be requested once your application is accepted and can be made by credit/debit card (Preferred method) or cheque. Please contact me on 01243 373363 to make payment. Cheques made payable to The Brookfield Hotel Ltd

I acknowledge that I have read and understood the Terms and Conditions of Booking and that I (or my agent acting on my behalf) agree to abide unreservedly by them.

SIGNED.....DATE.....

NAME PRINTED.....

TERMS AND CONDITIONS ON REVERSE PLEASE RETURN YOUR APPLICATION FORM TO

THE BROOKFIELD HOTEL, HAVANT ROAD, EMSWORTH, HAMPSHIRE, PO10 7LF

EMAIL – JULIE@BROOKFIELDHOTEL.CO.UK

ORDER NUMBER Office Use only The Brookfield Hotel CHRISTMAS FAYRE TERMS & CONDITIONS 2019

1. When booking please describe the products that you will be displaying, these will be the only products you will be permitted to display. Any stallholder displaying goods other than those on their original application form may be asked to remove them immediately.
2. Location of stall is based on product being sold and will be located based on a first come basis.
3. The Brookfield Hotel will be providing a programme for visitors, therefore, please ensure that your company details, telephone number, email address and web-site (where appropriate) are included above for inclusion and details will be required 6 weeks prior to each event.
4. You must not attach anything to walls or ceilings in a way that will leave marks and you must leave your stand area clean and tidy at the end of the day. Rubbish may be left behind providing it is in a box or bag. You should specify if you require electricity for equipment when booking. The electric point may be up to 10ft away so exhibitors should supply an extension lead. Multiway adapters are not permitted and ALL electrical equipment must have a valid PAT test certificate.
5. Cancellations: Within two months of the event: 100% of costs are forfeited. Cancellations must be advised in writing and we will acknowledge the cancellation instruction in writing.
6. The Brookfield Hotel will do everything in our power to ensure that you have a successful fair but cannot be held responsible for damage or theft of your stock, interruption of power or services, failure of press advertisements to appear, inclement weather, or anything else beyond their control. It is a condition of booking that you understand and accept that you cannot hold The Brookfield Hotel responsible for any losses you sustain. If in the reasonable opinion of The Brookfield Hotel it is necessary to cancel an event because of prevailing weather conditions or any other reason no refund of booking fee or any other payment will be forthcoming. The Brookfield Hotel carries £5,000,000 of public liability insurance. For further information please telephone 01243 373363 or e-mail julie@brookfieldhotel.co.uk