

# Rugeley Town Council

Application form: Charter Fair Saturday 10 JUNE 2017

GREEN LANE PLAYING FIELDS, WS15 2AU

## CHARITY STALL

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

Name of Charity	
Contact Name	
Contact Number	
Address	

### Fund Raising:

Please provide details of your proposed fundraising activities:


### Important information:

The site will be marked out in sections of 3x3 metres and a refundable **deposit of £10.00** is required with this application.

**INSURANCE DOCUMENTS SHOULD BE SENT WITH THE COMPLETED FORM.**

The deposit will be refunded at the end of the event provided that the area has been cleared to the satisfaction of the appointed inspector. Your refund can be claimed at the Town Council tent after 4pm. All deposits that are not claimed on the day will be donated to the Town Councils, Chairman's Charity Fund.

Applicants are required to provide their own tables, chairs and any other equipment as they will not be provided by the Town Council. There are no covered areas, if you require cover please ensure you are equipped with a gazebo.

**Please note that alcohol of any kind is prohibited.**

Please return your completed application to:

Rugeley Town Council  
Administration Offices, Rugeley Rose Theatre  
Taylors Lane  
Rugeley  
WS15 2AA

For further information contact the Council Offices on 01889 574074 or through the website  
[www.rugeleytowncouncil.gov.uk](http://www.rugeleytowncouncil.gov.uk)

***The closing date for applications is Monday 24 April 2017.***

***Applications will not be accepted after this date.***

Confirmation of your booking and further details will be forwarded in due course.