



Knowsley Council



KNOWSLEY FEELGOOD FESTIVAL AND KNOWSLEY FLOWER SHOW

**SATURDAY 5TH AUGUST 2017 1-5PM
SUNDAY 6TH AUGUST 2017 11AM-5PM**

**Court Hey Park
Roby Road
Huyton
L16 3NA**

COMMUNITIES AND CHARITIES STALL Application Form

For further information contact:

Katy McLoughlin, Culture Development & Events Service, Public Health and Wellbeing,
Knowsley Register Office, High Street, Prescot, Merseyside L34 3LD

**Email: carla.simkin@knowsley.gov.uk
Telephone: 0151 443 5353**

Please read these carefully

Applicants for TABLES must be made on the attached form and **full details** must be given of the stand and the exhibits that will be displayed and sold. **No goods other than those stated** on the application form may be displayed or sold without prior approval by the Flower Show Committee. Space is limited and HOLDERS are advised to make early application.

MARQUEE DETAILS AND TABLE SIZES

Please note the Marquee is on a grass surface and **there is no electricity available**. Tables are wooden trestle tables 6ft in length by 2ft wide. Please note tables are subject to availability. **Please note that us receiving your application form does not guarantee you a craft table.**

The payment of refunds in respect of the cancellation of tables will be at the discretion of the Flower Show Manager. **No refunds will be given in respect of cancellations received less than 30 days prior to the date of the Show. There will be no refunds if the event has to be cancelled on the day due to unforeseen weather conditions.**

During the Show the stands must be open for selling on from 11.00am. to 5.00pm. In their own interests STALL HOLDERS should arrange for their stands to be staffed throughout the whole of the hours that the Show is open.

Knowsley MBC accepts no responsibility for security of the stands, equipment, stock, cash or any other property of STALL HOLDERS who are urged to arrange their own insurance cover. Knowsley MBC accepts no liability for loss or damage of any kind and howsoever arising suffered by STALL HOLDERS.

2017 Knowsley Feelgood/Flower Show COMMUNITIES AND CHARITIES Stall Application Form

Contact Name[s]		
Contact Address		
Postcode		
Telephone Number		
Mobile Number		
Email Address		
Description of Stall/Activity		
Will you be selling any goods, if so what?		
PLEASE NOTE - you are NOT allowed to bring your own/additional tables or displays that will obstruct the public's walkway in the marquee.		
Car parking space required		Yes or No (please circle) There is a limit of ONE car per stallholder.
	Cost per table at Flower Show	Cost per table at Feelgood Festival as well
	Number of Tables [Please complete]	Total Cost [Please complete]
Communities and charities Table Request on the Gladstone field	£45	£10
3mx3m Gazebo space (own gazebo to be brought on site) 1 trestle table can be provided located on the Gladstone	£75	£25

Please make your Cheque payable to: KMBC

Signature**Name.....****Date.....**

Return your completed form along with your cheque made payable to 'KMBC' to:

Katy McLoughlin, Culture Development & Events Services, Public Health & Wellbeing,
Knowsley Register Office, High Street, Prescot, Merseyside L34 3LD

OFFICIAL USE ONLY			
Receipt No.	PO Number	Location	Car Park pass issued
Marquee Plan	Finance	On database	