**** **CRAFTY DARTMOOR DIVAS** ****

**MONTHLY FAIR/SUMMER FAIR 2024 APPLICATION FORM**

**NAME** ………………………………………………………………………………………………………….

**CONTACT NUMBERS**

**HOME …………………………………………………………………..**

**MOBILE ………………………………………………………………..**

**EMAIL ………………………………………………………………..**

**ADDRESS ……………………………………………………………………………………………………………………………………………………………………………………………………………………………… POSTCODE..………………………………………………………**

**EMERGENCY CONTACT**

 **NAME ……………………………………………………………..**

**CONTACT …………………………………………………………**

**DO YOU HAVE ANY MEDICAL CONDITIONS WE SHOULD BE MADE AWARE OF? ........................................................................................ ………………………………………………………………………………**

**COULD YOU PLEASE INDICATE WHICH PAYMENT METHOD YOU WILL BE USING.**

**BACS / CASH OR CHEQUE**

**WOULD YOU LIKE TO BE INFORMED ABOUT OUR FUTURE EVENTS? YES / NO**

**CAN YOU BRING YOUR OWN TABLE?**

**YES / NO**

**CAN WE PUT YOU/YOUR GOODS ON SOCIAL MEDIA?**

**YES / NO**

**WHAT CRAFTS DO YOU MAKE/SELL? ……………………………….…………………………………………………**

**………………………………………………………………………………….**

**PLEASE CIRCLE DATES REQUIRED.**

**APRIL TUES 2ND, WED 3RD, THURS 4TH, FRI 5TH, SAT 6TH, SUN 7TH.**

**MAY TUES 28TH, WED 29TH, THURS 30TH, FRI 31ST, SAT 1ST JUNE.**

**JUNE SAT 29TH, SUN 30TH.**

**AUG TUES 13TH, WED 14TH, THURS 15TH, FRI 16TH, SAT 17TH, SUN 18TH. (SUMMER FAIR)**

**SEPT SAT 28TH ONE DAY FAIR AT KINGS VENUE, PIXON LANE, TAVISTOCK, PL19 7AZ.**

**OCT TUES 29TH, WED, 30TH, THURS 31ST, FRI 1ST NOV, SAT 2ND NOV.**

**NOV SAT 23RD, SUN 24TH.**

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**PLEASE READ ALL PAGES CAREFULLY. WE NEED HARD COPY RETURNED AS WE NEED YOUR HANDWRITTEN SIGNATURE ON THE RELEVANT FORM. PLEASE RETURN SIGNED FORM TO US AT LEAST 10 DAYS BEFORE THE FIRST FAIR YOU REQUIRE.**

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**Crafty Dartmoor Diva’s Monthly/Summer Fair 2024**

 **TERMS AND CONDITIONS**

1. Stallholders must provide a copy of their current Public Liability Insurance.

2. Stalls selling food items must provide and display current Food Hygiene certification.

3. Stalls selling toys or items with ‘play value’ must ensure they comply with U.K.C.A. safety regulations and any copyright issues.

4. The stallholder’s allocated area will be at the discretion of the organisers to accommodate those who have indicated specific requirements e.g., power points, accessibly issues etc.

5. Tables and chairs are provided. Each stallholder will have an area of at least 6ft as standard. For fairs held at the school, the height and orientation of classroom furniture may afford you a larger space but any additional tables / stands / floor display units etc. must be agreed in advance and may be subject to an additional charge.

6. Please respect the venue’s premises and the space of neighbouring stalls. Remove all items at the end of the day/fair and place all rubbish in the bin/bags provided.

7. **Stallholders may not pack up their stalls until the specified end time, unless pre-arranged with the organisers.** If using a school-provided table, stallholders are required to fold the table before leaving.

8. Upon acceptance of your application, choose one of the following options.

**If you wish to pay in advance using the bank details below or pay by Cash or Cheque on the day of the fair that you are attending, the following charges apply.**

1. **£7 a day per table for fairs in Princetown.**
2. **£20 a day per table for King’s Venue.**

**PAYMENTS -** By bank transfer or cheque to; “Crafty Dartmoor Divas” Account **Number**: 39029868 **Sort Code**: 30-99-50. Late applications will be considered if there is space available. When paying by bank transfer please pay for each fair separately and include a reference of which fair you’re paying for and your name e.g., Aprdwood

9. A set-up time is usually available the day before the fair. You will be informed of this with your booking confirmation. There will be ample parking on fair days.

10. Unloading and parking will be outside each venue where directed. **Please note - you will be responsible for unloading and setting up your items and removing them at the end of the fair. We cannot provide assistance.**

I have read and agree to the terms and conditions.

**Signed**   **Date**

**Sign and return one copy of this page with your application form and cheque (as necessary), in the envelope provided. Keep one copy for your own reference.**

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**General Information**

Thank you for your interest in our 2024 fairs. Please find enclosed your Application Form and Terms and Conditions.

**Please read these carefully** and send your completed forms, with your payment, (if paying by cheque), to the address at the bottom of the page. **Do not send forms back via email as we need hard copy of your signature.**

Attached are the days of the 2024 fairs, please circle the days you require and return with all forms.

Confirmation will be acknowledged on receipt of these items.

Due to the layout and nature of the venue, you will be required to attend on the days you have requested for security purposes. Pitches **ARE NOT** to be left unattended unless using the facilities or getting refreshments. Stallholders who pack their stalls up before the end time, without prior agreement, will not be invited back.

Any personal information you provide is not retained by the ‘Crafty Dartmoor Divas’ unless you have indicated that you would like to be informed about our future events and will be used for this specific purpose only. Your personal information will never be shared with third parties. You have the right to ask us to remove your personal information at any time.

Regarding the one-day fair at King’s, more information will be sent to you the beginning of May 2024 via email. If you cannot attend, could you please inform me.

If you need to contact us:

Dawn Wood – Events Organiser

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Horrabridge

Yelverton

Devon

PL20 7TD

07788295932

craftydartmoordivas@gmail.com

[www.facebook.com/groups/craftydartmoordivas](http://www.facebook.com/groups/craftydartmoordivas)

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