

Christmas Gift and Craft Fair

Sunday 31st October, 2010

Woking Leisure Centre, Kingfield Road, Woking, GU22 9BA

Application Form

TRADING NAME	
CONTACT NAME	
ADDRESS	
POSTCODE	
DAYTIME TELEPHONE NO	
EVENING TELEPHONE NO	
MOBILE TELEPHONE NO	
EMAIL ADDRESS	
WEBSITE ADDRESS	
NATURE OF BUSINESS	
PITCH (8' x 6') which includes a 6' x 2' trestle table and 1 chair. @ £75 plus a raffle prize	I require pitch(es) and enclose £ (cheques payable to 'Woking Hospice')
RAFFLE PRIZE TO BE DONATED	
DO YOU NEED POWER? YES / NO If Yes, remember to bring an extension	DO YOU STILL REQUIRE A TABLE YES / NO

PLEASE NOTE:

- Full payment is required at time of booking. No refunds can be issued.
- The gap either end of your table must be kept clear — you should not fill it with your own additional stands/displays
- Only TWO people permitted free entrance per stall. Any other helpers must pay the full admission price.
- The choice of traders that attend this event is at the discretion of Woking Hospice.

Woking Hospice will not be liable for:

- Any damage, theft or injury suffered by the stall holder by reason of taking a stall
- Loss of monies or lack of earnings caused by the position of the stall/pitch or any other cause
- Any penalty imposed by anybody due to the applicant/stall holder's failure to comply with any statutory requirements concerning their trading activities.
- Any injury to any person or property caused by the stall holder resulting from any or all of its activities in connection with their stall/pitch or at the venue.
- Each stall/pitch holder is solely responsible for;
 - Complying with all statutory requirements relating to his or her stall/pitch and the conduct thereof and;
 - Effecting and keeping in force public liability insurance in respect of their activities in an adequate sum being not less than £1m.

The Christmas Gift & Craft Show Programme

We have 10,000 programmes professionally printed to advertise the event and list all traders that we have booked at the time of going to print.

For each trader we list their trading name, contact number **or** web address and **one** strap line / sentence.

Please complete the following to ensure your details are as you wish them to appear in the programme.

NAME :
CONTACT NO OR WEB ADDRESS :
STRAP LINE / SENTENCE DESCRIBING THE NATURE OF YOUR BUSINESS :

**We also sell advertising space in the programme—
if you wish to promote your business further,
please contact me for details and prices.**

Are you able to distribute programmes / flyers,
or put up posters for us in your area?

YES / NO

Signature of Stallholder Date

Please photocopy your completed form for your records and send the original with cheque to:

Sue Spencer, Fundraising Events Manager
Woking Hospice, Hill View Road, Woking, Surrey, GU22 7HW