



PILTON GREEN MAN DAY 2024

Form 3 Application for a Non-Catering Stall in Rotary Gardens

PART 3A: Invitation and Terms and Conditions

You are invited to apply for a **Non-Catering stall in Rotary Gardens** on Saturday 20th July 2024 as part of the Pilton Green Man Day. This form is for pitches for small non-catering charity, arts, crafts, children's activities and commercial stalls in Rotary Gardens. **For catering stalls in Rotary Gardens use Form 4 and for stalls in Pilton Street use Forms 1 or 2, all available on our website.**

The theme is the medieval period and is centred on the ancient Green Man and Prior ritual. As before, we emphasise the medieval theme and would appreciate it if you would dress up and decorate your stall accordingly. We would especially like sellers of hand-made items, home-made/grown and organic produce, charity stalls, craft stalls, games and competitions, peddlers and buskers, etc. The sale of alcohol will not be permitted.

Charges

Stalls in aid of charity - £20 (Residents £10)

Small Commercial Stalls - £50 for up to a 10ft pitch

If you are unsure of your stall type or size, please send details to request charges.

All stall costs are payable in advance (by bank transfer (preferred) or cheque payable to Pilton Green Man CIO). Please send or confirm bank payment and evidence of insurance with the signed **Part 3B** below. Please indicate preferred location but Pilton Green Man Committee's decision on your pitch position is final. Refunds will not be given if cancelled within 6 weeks of Green Man Day.

Terms and Conditions

1. All commercial and named charity stalls **must** provide evidence of public liability (PL) insurance. Small stalls raising money for charity are not required to have PL insurance, but are recommended to do so. Please tick the box in **Part 3B** of the form if appropriate.
2. **The safety of Pilton Green Man Day is paramount. Please note that:**
 - a. each stallholder is responsible for their actions and for the safety of their stall;
 - b. all portable electrical equipment must have an appropriate up-to-date Portable Appliance Test (PAT) and supplies from households should be protected by a 30milliamp residual current device;
 - c. all gas equipment must have an appropriate up-to-date safety certificate (see Note below);
 - d. where fire extinguishers are required, staff should be familiar with their use.
3. Pilton Green Man Day Committee accepts no liability for loss or damage or any claim arising from the stallholders actions or produce and reserves the right to refuse a stall if considered unsafe or inappropriate, including on the day. It reserves the right to inspect and demand disconnection of gas or electrical equipment if it is considered not to meet the full safety requirements.
4. No tables or gazebos are available for stall holders. Please bring your own.
5. **All stalls must comply with relevant food hygiene & safety regulations, supply their own rubbish bins & remove all rubbish at the end of the day. A charge may be made by the Pilton Green Man Day Committee if rubbish is not removed.**
6. All small stalls shall be a maximum of 10 feet wide by 8 feet deep.
7. **Access to Rotary Gardens for set-up is permitted only from the North Road entrance opposite the Fire Station. All vehicular movements in Rotary Gardens must be completed and the vehicles removed by 9.45am. For public safety reasons, there is no vehicular exit from Rotary Gardens before 5pm. There is plenty of parking locally.**

Send completed and signed Part 3B below to the organizer responsible for Rotary Gardens (see at end of form). The closing date for applications is 1st July 2024.

Please email questions or a pdf of the signed form and the required attachments to the Pilton Green Man website email piltonfestival@googlemail.com.



PILTON GREEN MAN DAY 2024

SATURDAY 20th JULY

PART 3B : Application Form for a Non-Catering Stall in Rotary Gardens

Organisation/Trade Name:

Name of Charity (if applicable):

I will be selling/demonstrating:

Approximate size of stall: Length Depth Height

Note: Large or tall stalls, e.g. gazebos, have to be located in specific suitable areas. Please tell us if you wish to use one.

Location: Rotary Gardens (confirm by ticking box)

If you have a preferred position in Rotary Gardens please state (although this cannot be guaranteed):

.....

I agree to dress in an appropriate costume, be ready by 10.00am, use the one-way system and park my car away from Pilton Street. I enclose details of my public liability (PL) insurance (if appropriate). I understand and accept the terms and conditions of this booking as set out in **Part 3A** of this application form. I confirm I will remove all rubbish at the end of the day.

I have made a payment:..... £.....(tick one box as appropriate) bank transfer cheque

Name: PL Insurance details provided (tick)

Other compliance details provided (tick)

Address:

.....

Email address: Telephone No:

Signature:

Send or deliver the completed and signed **Part 3B** Kelly Smith, Abbey Lodge, Bull Hill, Pilton, EX31 1QR.

or email the signed form, payment details and attachments to the Pilton Green Man website email address piltonfestival@googlemail.com for the attention of Kelly Smith.

Payment by bank transfer (preferred) or cheque (payable to **Pilton Green Man CIO**).
Sort code: **40:52:40** Account No.: **00030676** Please provide your stall trading name as payment reference.