

**APPLICATION FORM**

1. ***Location:*** *please tick your preference.*  ***Watford.****.......* ***Hitchin****........* ***Both****.......*
2. ***Stand name.****...........................................................................................................…*
3. ***Description of goods***………………………………………………………………
4. ***Pitches and Tables***

***Info – each table hired requires 2.5m of space.***

***Number*** *sq m required*……………………

**Number** of tables required …………………….

1. ***Stall holder Name****......................................................................................................…*
2. ***Address****..................................................................................................................…*

*....................................................................................* ***County****..........................…*

***Postcode****.............................…*

1. ***Tel..****.........................................................* ***Mobile****....................................................…*
2. ***Website***…………………………………… ***Email:*** *........................................................…*
3. ***Insurance*** *– Please attach a copy of current insurance & ensure that it’s valid for the event.*

*Upon signing this application form you are agreeing to our terms and conditions as set out on subsequent sheets.*

***Signed****...............................................................*  ***Dated*** *..........................................…*

*RETURN THE COMPLETED FORM TO* ***Philippa Gregory.***

***Festiwoool.***

***31 Fairfield Road. Biggleswade.
Bedfordshire. SG18 0BS***

**Want to run a workshop?**

Workshops are held at all our events and are a great way to get more exposure for your brand/service. If you think this is for you, please give brief details of the content/type of workshop you would like to host.

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***TERMS AND CONDITIONS***

The Closing date for applications: Watford – TBC. Hitchin - 30 June.

All applications must be signed by the Exhibitor or representative, such signature being an acceptance of all of the regulations.

The Organiser reserves the right to refuse any application based on duplication or suitability, sub-letting of a full stand is not accepted. Successful applications will be contacted by 30th June to confirm that space has been allocated.

Full payment must be received by: Watford TBC. Hitchin - 31st July

Stallholders must be able to produce a current insurance certificate with a minimum Public Liability of £1 million. If this is not available at the time of booking it must be submitted – unfortunately stands without cover will not be allowed to exhibit. A current Risk Assessment Form must be conducted & a copy made available for the organisers.

Stallholders agree to being named as an attendee on the Festiwool website and a link will be made from the site to the Stallholders own website & therefore agree to Festiwool being named on their site.

Stallholders must comply with the current Trading Standards & Consumer Regulations. Book signings & talks are permitted however there isn’t a facility for workshops.

The organisers accept no liability for any damage, loss, breakage or injury arising from any cause in transit, setting up or during the event. Exhibits & personal property are the responsibility of the Stall holder and no liability will be borne by the Organisers.

Where an exhibitor withdraws from the event or cancels a space reserved within 21 days of the event, all fees paid shall be forfeited and the Organisers reserve the right to re-let such space. If more than 21 days written notice is given, then 50% of the stand cost will be refunded.

Stallholders can unload at the venue and will be allocated free parking on site.

Stallholders must remove all goods and rubbish and the end of the event.