



# Haslemere Charter Fair

## Bank Holiday Monday 3<sup>rd</sup> May 2010

**FORM AND PAYMENT MUST BE RECEIVED AT THE ADDRESS BELOW BY FRIDAY 12<sup>th</sup> MARCH 2010**  
**For free inclusion in the Fair Guide (subject to availability) please return by 28<sup>th</sup> February 2010**

Please read this form with care and complete all sections clearly (BLOCK CAPITALS PLEASE) :

Organisation Name: .....

Contact Name: .....

Postal Address: .....

Email address: .....

Postcode: ..... Contact Telephone No: .....

Is your Organisation (please ✓ to indicate) Commercial  Charitable

PLEASE RESERVE A PITCH AT (3m square) £ : 00 £ 30:00 Charitable Organisation, including ONE table  
 £ 70:00 Commercial Organisation, excluding table

Please reserve ..... (insert number required) tables (s) at a cost of £10 each  
 (If Charity only enter additional tables required per pitch)

I enclose a cheque for : £ : , Made payable to : HASLEMERE CHARTER FAIR

- Booking for the fair does not guarantee acceptance at the fair. Priority will be given to stallholders whose organisation is based closest to Haslemere.
- Full payment must be received prior to attending the fair and before your booking can be confirmed. If payment is not received at the time of booking your application will not be processed. Booking fees are not refundable should a booking be cancelled within one month of the fair.
- If you are uncertain about any rule or whether any product meets the market criteria, please email Keith Clayton at keith.clayton@talk21.com for clarification. You are responsible for meeting all environmental health and trading standards legislation (eg labelling and organisation name information) and for any licences (e.g. licence to sell alcohol)
- Waverley's Environmental Health team will be passed a list of producers attending the market. They may contact you or your local environmental health office to confirm you are following the appropriate health and safety standards for high-risk products. If you have any queries please ring Waverley's Environmental Health Office on 01483 523479.
- All rubbish must be removed by the end of the fair or a charge of £100 will be levied.
- The organisers reserve the right to cancel the event if extreme weather conditions persist or other unforeseen circumstances mean the running of the event would not be safe or appropriate. In these circumstances fees will not be refundable.
- In order to ensure that we can communicate with you your details will be held on a database. You can write and request that your details are removed at any time

**The Charter Fair Committee is striving to ensure that all stalls are a good quality and 'add value' to the Fair. Please describe your stall offering below.**

Please confirm whether you have Product/Public Liability Insurance YES  NO

I/We have attended the Charter Fair before: (please ✓ to indicate) YES  NO

Will you be offering any sort of catering? (please ✓ to indicate) YES  NO

If so, what type? .....

Special requests : .....

Whilst the Organisers will do their best to ensure any requests are met, it is not possible to guarantee this.

**Please complete ALL sections of this form and return (with a cheque for the full amount made payable to Haslemere Charter Fair and copy of your product/public liability insurance certificate) to:**

From: Ceri-Jane O'Hara  
 Haslemere Visitor & Local Information Centre, at Haslemere Museum, 78 High Street, Haslemere, Surrey GU27 2LA  
 In the event of any queries please email [haslemerevisitor@haslemere.com](mailto:haslemerevisitor@haslemere.com).  
 Alternatively telephone 07769 730304 and leave a message.

Chairman: Melanie Odell Secretary: Vicky Hughes (07714 321890),  
 Stall Holders: Ceri-Jane O'Hara, Keith Clayton and Julie Colan (07769 730304)  
 The Haslemere Charter Fair is organised for and on behalf of the Haslemere Town Council  
[www.charterfair.com](http://www.charterfair.com)