



CHRISTMAS LIGHT SWITCH ON/STREET MARKET
SATURDAY 28th NOVEMBER 2026 2.00pm - 6.00pm
CATERER OR ATTRACTION BOOKING FORM

Please return the completed form to:
bookings@boveytraceycarnival.org.uk

Pitch holder Details		
Title.....	First Name.....	Surname.....
Company Name.....		
Registered Charity number (if applicable).....		
Address.....		
Postcode.....		
Contact number		
Email.....		
Pitch holder Product Information		
FULL description of products or service to be sold – Please inform us with a brief description to keep duplicate stall holders separate.		
Stallholder Booking You are to provide your own tables/gazebo. Please be clear on your sizing to make sure we give adequate spacing.		

I would like to book:

.....(Qty) Pitch(es) @ £70 Each

(No payment required for REGISTERED Charities)

BACs details;

Bovey Tracey Carnival

Sort code; 30-96-06

Account no. 01096843

(cheques made payable to Bovey Tracey Carnival) and sent to the above address.

For the total of £.....

PLEASE INCLUDE A SCREENSHOT (if possible) OF CONFIRMATION OF YOUR BACs PAYMENT.

Please tick a signed copy of the Terms and Conditions

Signed.....

Date

Terms and Conditions

All bookings must be accompanied by full payment. Your pitch will not be reserved until full payment has been made.

□ Booking & Payment

- Full payment required at time of booking.
- No booking confirmation or pitch reservation until payment is received.

□ Stallholder Responsibilities

- Provide your own equipment: gazebo, weights, tables, power, lighting (if needed).
- Bring copies of your **risk assessment** and **public liability insurance**.
- Blank risk assessment forms available on request.
- Caterers must have acceptable food hygiene rating.

□ Event Day Timings

- No pitch access before **12:00**.
- Fully set up by **13:30**.
- No early pack-down or leaving before event ends (health & safety).

□ Liability

- Organisers not responsible for loss or damage to goods during set-up, event, or pack-down.

□ Stall Placement & Duplication

- No guarantee of product/service exclusivity.
- Similar stalls will be placed apart where possible.

□ Vehicle & Parking Rules

- No vehicles allowed to remain with pitches (Unless trading from a vehicle. Trailers must be unhitched and vehicles removed – must supply adequate supports, chocks etc.
- Paid parking nearby: Station Road, Mary Street, Methodist Church.
- Fore Street is on a slope — plan your set-up accordingly.
- Mobility needs: organisers will try to help but cannot guarantee.

□ Pitch Allocation

- Pre-allocated by committee; arrival point advised before event.
- Pitch numbers given on arrival.

□ Cancellations & Refunds

- Cancel ≥3 weeks before: 50% refund.
- Cancel <3 weeks before: no refund.
- No-show without notice: may be banned from future events.

□ Weather Cancellations

- Decision may be made as late as 12 hours before the event.

□ Information Pack

- Sent about one week before the event.

STALL NAME

☐ I confirm that I have read and understood the Terms and Conditions and agree to their content.

Signed Date

Bovey Tracey Carnival Association

Chair: Mr Mark Steer

General email: hello@boveytraceycarnival.org.uk

Booking email: bookings@boveytraceycarnival.org.uk

Web: boveytraceycarnival.org.uk

Fb: facebook.com/BoveyTraceyCarnival/

