



CHRISTMAS LIGHT SWITCH ON/STREET MARKET
SATURDAY 28th NOVEMBER 2026 – 2.00pm - 6.00pm
STALL HOLDER 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 (IMPORTANT to avoid multiple duplications)	
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.....	
Stallholder Booking You are to provide your own tables/gazebo. Pitch size 3m x 3m. PLEASE BE ACCURATE DUE TO SITE RESTRICTIONS.	

I would like to book:

QTY _____ x Pitch at £50 each

(No payment required for REGISTERED Charities)

BACs details; REFERENCE STALL/COMPANY NAME

Bovey Tracey Carnival

Sort code; 30-96-06

Account no. 01096843

For the total of £.....

Please tick a signed copy of the Terms and Conditions

Signed.....

Date

❑ 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.

❑ 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.
- 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 abide by them.

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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/

