



**Car Parking** – Cars may be parked behind stalls unless otherwise notified

**Set up** - stall holders can set up from **8.30am**

**Pitches** – pitches for tables will be marked out on the grass and numbered. A letter will be sent near to the date of the fete with a layout of the park and your allocated plot number. The plot will be approximately 4m wide – please ensure you book and pay for sufficient pitches for your activity.

**Power** – please note that there will be **NO** power available on the park. If you require power for your activity you will need to provide your own generator. Please indicate on the form if you are bringing a generator

**Health & Safety** - All Stallholders are responsible for and must comply with all Health & Safety and Licensing restrictions. If necessary, attractions / Stallholders must carry their own insurance. If you are running a food outlet, please forward **Basic Food Hygiene Certificate with booking form and payment** as this need to be forwarded to Blaby District Council Environmental Health

**Clean up** - Stall holders are requested to help clean up around their stall after the event. Black bags will be available on the day if required.

**DATA PROTECTION:** *by applying for a stall at the Summer Fete you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.*

Your Signature: ..... Date .....

Please return to: Mrs Pauline Snow, Braunstone Town Council, Kingsway, Braunstone Town, Leicester, LE3 2PP 0116 2890045