



APPLICATION FORM

BRIGHOUSE BID - EVENTS SPRING AND SUMMER 2023

Brighthouse Artisan Market 23rd April 2023 Brighthouse 1940s weekend 3rd & 4th June 2023

Please complete all sections of the application form and return to the Brighthouse BID office with all requested information no later than the dates specified below for each event. Please note;

- BID Levy customers (*who are up to date with their Levy payments*) have the opportunity to run a stall outside their premises during the event periods free of charge (as part of their Levy contribution). All other stall holders are on a preselection basis based on the details submitted on this initial application form and accompanying documentation
- The sub-letting of a stall is not permitted
- Generators (diesel only) are considered on a case by case basis and must be declared at the time of booking and a full risk assessment will be required
- Previous stall positions is no guarantee of position at all events – the positions are subject to CMBC guidance, placement of entertainment/activities/other stallholders etc
- Following completion of this initial application form – successful applicants will then be advised of their success and full details provided in terms of making payment upfront for their booking
- To aid with the successful processing of this initial application – you must enclose a copy of your food hygiene certificate (if applicable) and public liability insurance. Failure to provide these 2 items will automatically exclude you from selection as it is a legal requirement as part of the application process
- Payment terms – once your application is successful – an invoice will be raised and full payment terms/payment methods along with the terms and conditions of your booking will be provided. Payment is 100% upfront at the time of booking.
- Full terms and conditions will be made available once your application is accepted and prior to the payment being processed

YOUR CONTACT INFORMATION FOR THE BOOKING

Contact Name		
Company Name		
Address		
Telephone	Work	Mobile
Email Address		
Description of product to be sold (please be specific as you only be able to sell the items stated in this initial application). The Artisan Market is for the sale of locally produced foods and crafts. State here if wanting to bring a generator		

DOCUMENTS WHICH MUST BE SUBMITTED ALONG WITH YOUR APPLICATION (please tick);

Public Liability Insurance	<input type="checkbox"/>
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Food Hygiene Certificate (if applicable)	<input type="checkbox"/>

**Please note we no longer have gazebos available to hire and stallholders must supply their own. Fee below is for 3mtr x 3mtr or 6mtr x 6mtr stallholder pitch only
PLEASE COMPLETE YOUR FOLLOWING REQUIREMENTS – TICK APPROPRIATE COST AND SIZE SELECTION**

EVENT	DATE	Catering 3 mtr + 10%* sales	Catering 6 mtr + 10%* sales	FOOD/DRINK	CRAFT	VINTAGE
Artisan Market	23rd April	£60 <input type="checkbox"/>	£120 <input type="checkbox"/>	£45 <input type="checkbox"/>	£30 <input type="checkbox"/>	
1940s weekend	3rd June	£120 <input type="checkbox"/>	£240 <input type="checkbox"/>	£100 <input type="checkbox"/>	£80 <input type="checkbox"/>	£60 <input type="checkbox"/>
1940s weekend	4th June	£120 <input type="checkbox"/>	£240 <input type="checkbox"/>	£100 <input type="checkbox"/>	£80 <input type="checkbox"/>	£60 <input type="checkbox"/>

**10% of catering sales must be paid no later than 7 days after the date of the event*

Please submit your application form for the Artisan Market no later than 28th February. We will notify you of the outcome and confirm your booking (if appropriate) by 9th March. Please submit your application for the 1940s weekend no later than 20th March. We will notify you of the outcome and confirm your booking (if appropriate) by 29th March. If attending both events – the Artisan Market deadline is the first application deadline for both. Once you receive confirmation – you will be emailed an invoice including full terms and conditions and full payment for your confirmed stall will be required (payment via BACS, cheque, or invoice).

NAME

DATE

SIGNED.....

Please return this application form and supporting documentation either via the online process at www.visitbrighthouse.co.uk or by printing and completing. Printed and completed forms must be returned to Brighthouse BID, 17 Bradford Road, Brighthouse HD6 1RW – no later than the dates specified above.