

Application Form

Ipswich Indian Summer Mela

Sunday 10 July 2016

Christchurch Park, Ipswich, IP4 2BE



Closing date for application Friday 30th May 2016

1. Your Details

Name			
Company Name			
Address details			
	Postcode		
Email			
Tel No. (work)			
Mobile No.			
Vehicle Registration			

2. Your Business & Stall Requirements

Community/Voluntary/Charitable		Reg. Charity No.		
Non-Commercial		Commercial Business		
Please indicate type of activity for your stall				
Beauty Therapy		Holistic Therapy		Complementary Therapy
Fashion & Jewellery		Beauty Products		Henna
Arts & Crafts		Groceries		Other (specify)
Community Group		Registered Charity		Voluntary Group
Additional Tables:		N.B. You will be provided with 1 Table + 2 chairs as standard		
Electric Point Required?	Y		N	
Checklist: Have you enclosed the following? Important requirements without which your application cannot/will not be processed.				

Public Liability Insurance Certificate		
Your Payment <i>Please tick Method of your Payment</i>	<input type="checkbox"/> Cheques Payable to ' Ipswich & Suffolk Indian Association ' or by our Preferred Method of Payment into <input type="checkbox"/> ISIA Bank Account No: 50379082, Sort Code: 08-90-83 Quoting reference Mela 2016.	

<h2>Terms and Conditions</h2>
<ol style="list-style-type: none"> 1. Deliver items, set-up exhibits & occupy stall between 8.00am & 10.00am in the Market area at Christchurch Park. (All access to park via Bolton Lane – IP4 2BX). All vehicles must be removed by 10.00 am and parked in the designated area at Westfield Road. 2. One stall in the main marquee comes with 1 table (6ft x 3ft each) + 2 chairs. 3. If your own display is being brought, and the above (table/chairs in no. 2) are not required, a similar space will be allocated. Please inform us of this at the time of booking in writing. 4. If a space for your mobile unit, vehicle, caravan or your own marquee etc. is required outside the main marquee charges will vary depending on the size of the units. 5. Ensure and accept responsibility of items for damage or theft for the duration of Indian Summer Mela. ISIA or Ip-art will not be liable for any public liability 6. Attend stall for the duration of the Indian Summer Mela 12 PM – 6 PM 7. You are responsible for removal & disposal of items including litter from site between 6 PM – 7 PM 8. Full payment to be made at time of booking, which is Non-Refundable unless the event is cancelled. 9. Stalls cannot be shared. 10. Stallholders are prohibited from fund raising via selling raffle tickets.

Declaration

I confirm that I have read the above Terms and Conditions and will adhere to them	
Signature	
Position	
Date	

Please send this completed form together with any supporting documentation and payment (cheque)
To:

Indian Summer Mela 2016
Ipswich & Suffolk Indian Association (ISIA)
P O Box 757
Ipswich IP1 9ND

Email: info@isia.org.uk
Tel: 0844 8844 825