


THE
TASTE
Of Thames Ditton
FOOD, BEER & MUSIC
SINCE  2015

BOOKING FORM

Name of organisation: _____

Contact Name & Address: _____

_____ Postcode: _____

Phone number: _____

Email: _____ Website: _____

Brief description of your organisation's activities (for website entry):

No. of Stall(s)/open pitch (es) required* _____ @ £100 each (3x3 £150) (6x3 £200.00)

Please indicate whether your catering is: Vegetarian ___ Vegan ___ Non-Veg ___

Special requirements*: Location / electricity / other (please specify which are applicable):

Could you help us advertise?

We can distribute ___ Flyers and ___ Posters in _____ (Town/village/mailling list) electronically _____

Liability and Insurance

Under Old Cranleighans Club regulations, market traders and other stallholders are obliged to carry Public (and, where applicable) Product Liability Insurance.

To assist us in this, please fill in the details below:

1. Do you have/will you have by July 20th 2019, Public (and Product) Liability Cover? _____

2. If Yes, what level of cover (i.e. up to what sum will your insurance cover you against a claim made against you)?
Up to £_____million.

3. How often in a year, apart from the Taste of Thames Ditton, do you trade/run a stall? _____

4. Name of your organisation _____

Payment to be made by BACS or cheque


Account Name: Gryphon Hospitality Ltd Account Number: 13106950 | Sort Code: 20-90-56 | Payment reference: Stalls

*For BACS payment please confirm when payment has been made by email to info@oc-club.com

Stating name of organisation and total amount paid.

Please include your name and contact details.

Cheque payable to: Gryphon Hospitality Ltd | Address: Old Cranleighans Club, Portsmouth Road, Thames Ditton Surrey KT70HB

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TERMS AND CONDITIONS

Fees and Insurance

1. Stallholders shall pay all pitch fees, and electricity charge if required, prior to the event and within the 28 day period as detailed within the posted invoice. A 50% nonreturnable deposit is to be paid following the return of the application form. An invoice for the deposit will be posted to you and must be paid to secure your place.
2. No refunds or compensation shall be paid to stallholders for any reason including where the Old Cranleighans Club has exercised its right to cancel or terminate a market due to severe weather conditions or where a stallholder has been instructed to cease trading due to non-compliance with any of these conditions.
3. All stallholders must have their own public and product liability insurance cover to the value of £5 million. The stallholder while at the market must have the name and address and policy number of their insurer with them at all times.
4. Stallholders shall indemnify The Old Cranleighans Club and its officers from all costs and claims whether for loss, damage, death of or injury to persons, personal belongings or vehicles arising from the stallholder exercising the right to attend the Food Fare. Set-up and Pack-down
5. Stallholders are required to arrive at the Food Fare by no later than 10.00am.
6. The Old Cranleighans Club reserves the right to allocate pitches to stallholders and to determine their location and to relocate any pitch or any stallholders at any time.
7. No vehicles are permitted to remain or move within the site between 12noon and 8.00 pm.
8. Traders bringing their own previously agreed canopies must have agreed and signed the health and safety checklist prior to attending the Food Fare.
9. Stallholders must not place any goods beyond one metre distance from the sides or front of the stall without prior consent of the Old Cranleighans Club nor cause any obstruction to other stallholders or the public.
10. Stallholders shall cease trading at the end of the trading times on the day and shall vacate the site as soon as possible thereafter.
11. We advise that traders remove all goods and equipment at the end of the trading day. Any items remaining at a pitch will be left at the traders own risk. The Old Cranleighans Club will accept no liability whatsoever for any loss or damage to traders goods or equipment
12. Stallholders are not permitted to close down or pack up during the market trading hours.
13. Stallholders are only permitted to sell produce on their stall which is listed on their application form. Stallholders will be required to remove any undeclared items.
14. All stalls must display business/group name and address, and where products are produced.
15. All stallholders selling "High-Risk" products such as open foods, must carry a valid Basic Food Hygiene Certificate (or higher level) and have it on display, visible to customers.
16. Stallholders must refrain from smoking anywhere within the market site.
17. Stallholders shall keep their stalls and surrounding area clean and tidy, and remove all litter and waste from their pitch and adjoining open space at the end of the trading day.
18. Stallholders must wear appropriate clothing to ensure customer confidence, and the fulfilling of food hygiene standards. Stallholders and assistants are required to maintain the highest standards of stall and product presentation, personal appearance and customer relations.
19. Generators may only be used with the prior consent of The Old Cranleighans Club.
20. No aggressive selling techniques will be permitted, and stallholders are not allowed to use any public address systems, or other practices which may cause annoyance to other producers and customers.
21. No raffles or games of chance shall be permitted without the written consent of The Old Cranleighans Club. No political propaganda or the raising of any petitions etc. will be allowed on any stall or other part of the market.
22. The Old Cranleighans Club reserves the right to immediately terminate the right to trade of any stallholder failing to comply with any of these conditions or comply with any reasonable directions given by the Council.
23. Any stall using gas or electricity must have a suitable, fully charged fire extinguisher available for use.
24. All products offered for sale must be labelled, priced and sold according to legal requirements. All food producers must be registered with their Local Authority Environmental Health Department.
25. All stalls and produce should comply with The Food Hygiene (England) Regulations 2006, The General Food Hygiene Regulations 2004, the associated European Food Safety Regulations, the Food Safety Act 1990 and any other relevant legislation