# Hinchingbrooke Country Park

# Hinchingbrooke Food and Drink Festival 27 September 2020

| General information |
| --- |
| Name: |
| Name of business: |
| Charity number (if applicable): |
| Address:Postcode: |
| Email |
| Phone: |
| Description of product: |
| Social media tag(s): |

## Booking information

| Food vendor (consumption on the day) | Outside, own gazebo/van, table and chairs. No electricity. | Price incl. VAT -£100 | Yes / No |
| --- | --- | --- | --- |
| Food vendor (take home products) | Outside, own gazebo/van, table and chairs. No electricity. | Price incl. VAT -£50 | Yes / No |

Details of stall (example: van/trailer/gazebo etc.):

Approximate area required:

## Risk Assessment and Public Liability Insurance

For events outdoors, we require you to have a comprehensive risk assessment of your pitch. HDC holds public liability insurance however this does not include a responsibility for your own public liability. We recommend that you take out suitable cover.

| I have a current risk assessment that I will have with me on the event day | Yes / No |
| --- | --- |
| I have a valid PAT test for any electrical equipment | Yes / No / NA |
| I have PIPA testing, fire retardant licence, alcohol licence  | Yes / No / NA |

Insurance certificate policy number:

Expiry date:

I accept liability for any damage or injury caused by me, my products or equipment

Sign:

Print name:

## Food hygiene and safety – only complete if you are selling food/drink

| Local authority your business is registered with: |
| --- |
| Registration Number: |
| My business complies with FSA requirements: Yes / No |
| Food safety rating given [0-2 rating will be declined]: |

## Additional notes:

1. You are required to have a fire extinguisher available on the day
2. There is no water or electricity near the stalls. Those requiring electricity must provide their own generators.
3. Drinking water is available in the Countryside Centre and there is also an outside tap.

## Terms and Conditions

VAT is applicable to your stall fee (£100 fee is inclusive)

Cancellation policy: your stall fee is non-refundable. In some instances, it may be transferred to a different event at organisers’ discretion. We cannot accept responsibility or issue a refund if we have a cancel the event due to extreme weather or other incidents beyond our control.

Once your booking is accepted, we will advise you of ways to pay for your stall. When payment has been taken, we will send you an information pack for the day. Payment is via cheque or [ticketsource.co.uk/hcp](http://www.ticketsource.co.uk/hcp) (booking fee applies)

## How to book

Please complete this application and return either:

Email: Hinchingbrookecountrypark@huntingdonshire.gov.uk

Post: Stall applications 2020, Hinchingbrooke Country Park, Brampton Road, Huntingdon, PE29 6DB

Signed:

Date:

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