






# Morpeth Food and Drink Festival

## Trader Application 2022

Saturday 1<sup>st</sup> & Sunday 2<sup>nd</sup> October

### 1. Contact Details

<b>Contact Name</b>	
<b>Company</b>	
<b>Address</b>	
<b>Email</b>	
<b>Telephone</b>	
<b>Social Media</b>   	

### 2. Product Type

<input checked="" type="checkbox"/>	<b><u>Please Provide Brief Description</u></b>	
	<b>Food</b>	
	<b>Drink</b>	
	<b>Other</b>	

If you are selling food or drink items, please state which local authority you are registered with

Please state when the last inspection was carried out by Environmental Health

Please state your current hygiene rating

If your products are suitable for specialist diets, please indicate below

Would you be interested in receiving information regarding any of our other Markets in 2022?

	YES	NO
<b>Weekly Wednesday Market</b> <i>Every Wednesday, Morpeth Market Place</i>		
<b>Monthly Farmers Market</b> <i>Every 1<sup>st</sup> Saturday of the month, Morpeth Market Place</i>		
<b>Morpeth Street Food Market</b> <i>Sat 23<sup>rd</sup> April, Sat 25<sup>th</sup> June, Sat 27<sup>th</sup> August and Sat 17<sup>th</sup> December, Morpeth Market Place</i>		
<b>Morpeth Makers Market</b> <i>Sat 26<sup>th</sup> March, Sat 28<sup>th</sup> May, Sat 23<sup>rd</sup> July, Sat 24<sup>th</sup> September and Sat 26<sup>th</sup> November Morpeth Market Place</i>		
<b>Big Jubilee Party</b> <i>Sunday 5<sup>th</sup> June, Morpeth Market Place</i>		
<b>Morpeth Christmas Market</b> <i>Saturday 19<sup>th</sup> and Sunday 20<sup>th</sup> November, Morpeth Market Place Saturday 10<sup>th</sup> and Sunday 11<sup>th</sup> December, Morpeth Market Place</i>		

### 3. Stall and Pitch Details

Please be aware all options and prices are inclusive to **both** days of the festival.

Please be aware these prices are **INCLUSIVE of VAT**.

All stall locations are within **Bridge Street**.

Space Available	Price	✓
<b>Option A – Standard Stall, 3x3m (Sections Under 1 Large Marquee).</b>	£200	
<b>Option B – Street Food, Own Gazebo/ Trailer, Street Food Quarter.</b>	£300	
<b>Option C – Alcohol Street Trader, Own Gazebo/Trailer, Posh Pen.</b>	£300	

### 4. Add-Ons

Please fill in below if you would like any of the add-ons of the festival.

Utility Requirements		
<b>Tables</b> <b>£4 per Table</b>	<u>Please provide No. Tables you Require</u>	
Marketing Opportunities		
	<b><u>YES – Sign Me Up</u></b> <i>Please provide a brief description of Demo/Product Showcase</i>	<b><u>Time Preferred</u></b> <i>Please highlight below which time you would prefer to do your demo</i>
<p style="text-align: center;"><b><u>Demo Kitchen</u></b> <b>FREE OF CHARGE</b></p> <p>Our Demo Kitchen area this year is open to cooking demos, tastings, talks, product launches, cocktail making and master classes. The demo area is within the Market Place, Farmers Market.</p> <p><i>Traders who take part in the demos will be given priority on location at the festival.</i></p>		<p><b>Saturday AM</b></p> <p><b>Saturday PM</b></p> <p><b>Sunday AM</b></p> <p><b>Sunday PM</b></p>

## **5. Payment Information**

### **Cheque**

Please make cheques payable to **Morpeth II Limited**

### **BACS Payment**

Please contact event organiser if you would like to pay by **BACS payment** and an invoice will be issued with the banking details.

If for any reason we are unable to confirm your booking then the fee will be returned. Payment for the festival must be received along with the application form and relevant documentation before confirmation of place. Failure to supply the fee will result in the stand being reallocated.

### **CANCELLATION INFORMATION**

Traders who cancel their booking before the 1<sup>st</sup> August 2022 shall receive a **FULL** refund.

Any time after that a refund will **NOT** be provided.

Traders who do not turn up for the festival are **NOT** entitled to a refund and may jeopardize their applications to have a stall at future events. Event organisers are under no obligation to refund charges made as a result of the festival being cancelled, postponed, abandoned or otherwise affected outside the organizers control.

### **REQUIRED DOCUMENTATION**

Traders are required to provide copies of the following documentation in advance of the festival. These copies must accompany application forms.

***Please be aware not all documents are applicable to all traders.***

- a) A copy of valid Public Liability Insurance.
- b) A copy of PAT Test Certificate.
- c) A copy of Gas Certificate.
- d) A copy of Food Hygiene Rating Certificate.
- e) A photo of your stall (OPTION B/C) and also measurements of your unit/stall.

### **SIGNATURE**

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### **PRINT NAME**

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### **COMPANY NAME**

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### **PUBLIC LIABILITY INSURANCE NUMBER**

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**DATE** \_\_\_\_\_

**Please return this form and all required documentation to:**

**Post:**

Kaitlin Hattle  
The Management Suite,  
Lumley House,  
Sanderson Arcade  
Morpeth  
NE61 1 NS

**Email:** [kaitlin.hattle@sandersonarcade.co.uk](mailto:kaitlin.hattle@sandersonarcade.co.uk)

All application forms must be returned by August 2022.

**Please note receipt of this form does not mean automatic acceptance. You will be notified if your application is successful.**

If you have any queries regarding the application form please contact:

Sanderson Arcade Office, 01670 510967 or email above.

Date Received	Receipt Number	Amount Paid	Signature
<b>Other Info</b>			

*(For Office Use Only)*