



**Bishop's Castle Town Hall Trust
Flea Market Booking Form**

Name:

Business Name and description of goods to be sold:

Telephone Number, including Mobile number:

E Mail:

Tables are 6ft x 3ft prices apply to indoor or outdoor tables

The Market is held on the first Saturday of every month 9am – 1pm.
Doors open for set up from 8am.

I would like to book a Flea Market Stall from(date)

Please tick the following choices:

I would like to book 1 table downstairs Market Hall @ £10.00

I would like to book 2 tables downstairs Market hall @ £15.00

I would like to book 1 table upstairs Council Chamber @ £5.00

I would like to book 2 tables upstairs Council Chamber @ £10.00

If you wish to book and pay for 6 Markets in advance a discounted price applies to double tables downstairs Market Hall only.

I would like to book 6 Markets for the price of 5 @ £75.00

I have read and agree to the Terms and conditions attached

I have Public liability Insurance

Signature:

Please pay by one of the following options:

Bacs: sort code 08-92-99 Account number 65578328

Cheque payable to Bishop's Castle Town Hall Trust

Cash can be paid to staff on the day

Market Location :

Bishop's Castle Town Hall Trust

The Town Hall

Bishop's Castle

Shropshire

SY9 5BG

Tel: 01588 630023

E Mail: info@bishopscastletownhall.co.uk

www.bishopscastletownhall.co.uk

Unloading and moving vehicles: Stall holders can pull up immediately outside the side of The Town Hall (provided that they are not blocking the road) for unloading and loading and may use the lift accessible through the side door into the basement. Traders must move their vehicles as soon as possible to park in available free parking elsewhere in the town to make way for other traders.

Terms and Conditions for Stall Hire at Bishop's Castle Town Hall Flea Market

- All bookings must be made through Town Hall staff. A booking form must be completed and signed. Payments must be made by the date shown on the invoice.
- All stall holders and anyone left in sole charge of the stall must be aged 18 or over.
- Stall holders should notify staff in advance if they are unable to attend, failure to do so will result in the loss of the stall fee.
- The stall holder shall be held responsible for making good any damage they cause to the building, furniture or equipment.
- The fee must be paid in advance or to staff on the day.
- The area around the stall must be kept free of obstructions and left clean and tidy, all rubbish must be taken away.
- Smoking or the use of drugs is prohibited on or within 10 metres of the premises.
- The stall holder must have indemnity insurance.
- The stall holder agrees to indemnify The Town Hall and any of its staff, trustees or volunteers from and against claims however arising from the use of facilities.
- The Town Hall is not responsible for the loss or damage of any of the equipment or goods of the stall holder. The stallholder is responsible for insuring their own equipment and products.
- The sale of any item that may be deemed to be harmful or of an objectionable nature or is prohibited by Acts of Parliament will not be permitted to be displayed for sale.
- All traders should keep fully aware of and comply with any relevant current statutory legislation e.g. health and safety.
- The Town Hall Trust reserves the right to refuse or terminate a stall hire with immediate effect.
- Stall location will be allocated by the staff and may vary at their discretion.