

# **Stall Holder Application Form**

## **Terms & Conditions**

All Registered Stallholders must sign a Stallholder Agreement. The basic conditions of this Stallholder Agreement are included here:

### **1.1 Fees**

As a booking fee, you must pay the amount listed on page 1 as appropriate to the site, for the right to use the site. The booking fee must be paid in advance, and as sites are limited bookings will not be confirmed without receipt of funds and a current Certificate for Public Liability Insurance.

### **1.2 Trading days and hours**

Saturday 11<sup>th</sup> July 2026 11am – 9pm. Stallholders must always conduct business from the stall during the trading hours. Hours may differ slightly and will be confirmed closer to the date.

### **1.3 Temporary basis**

The right of occupation of a stall at the event is a temporary licence. Occupation of the stall will only be as a casual stallholder during the event. The Committee has absolute discretion to grant or revoke this right at any time.

### **1.4 Venue**

The actual location of the stall at the event will be at the Committee's discretion and may change from time to time. Stall allocation is on a first come first served basis. It is the stallholder's responsibility to ensure their stall (**including guide ropes and other attachments**) fit on the site applied for and allocated to them.

### **1.5 Use of the stall**

Stallholders must only use and occupy the stall for retail sale of products as described by stallholder on page 1. Other stallholders may be permitted to conduct a similar business at the event. All goods and merchandise offered for sale or sold by stallholders must comply with relevant safety and compliance standards.

### **1.6 Stall Equipment**

The event does not provide any furniture or stall weather protection; the stall holder must supply marquees along with table and chairs to fit a 3mx3m stall space.

### **1.7 Timing for Loading and Unloading**

Saturday Morning: Between 8.30am and 10am Evening of event from 9.00 pm onwards. Or as soon as event area is deemed safe for vehicles. Vehicles are prohibited within the event during trading hours.

### **1.8 Payment Method**

Stallholders can pay using the bank details. Account Name: **Black Country Festival**, Sort Code: **20-27-17** Account Number: **50466867**, Reference - **Stall Holder**

All payments must be made prior to the festival, places will only be held on receipt of payment.

## **1.9 Clean and Proper Condition**

Stallholders must conduct themselves in a proper, polite, and orderly manner always and keep noise to a minimum. Stalls must be kept in a clean and tidy condition and remove all rubbish from site.

## **1.10 Insurance**

Stallholders must take out and always maintain adequate product insurance and a minimum £1 million Public Liability policy. This policy must be attached to the application when submitted.

## **1.11 Sub Letting and Sharing**

Subletting or sharing of sites is not permissible without the consent of the Committee.

## **1.12 Weather**

The Committee will not be responsible for trade affected by weather conditions. The Committee will not bear any responsibility for application refunds for cancellation either by traders or the Committee.

## **1.13 Cancellation of booking**

Cancellation of bookings under 4 weeks prior to the event will result in forfeiture of booking fee, or in extenuating circumstances at the discretion of the Committee.

**1.14 Raffles/guessing competition.** No raffles or guessing competitions to be conducted at the festival.

## **1.15 Submitting the form.**

1. By submitting this application, you acknowledge that you hold a current Public Liability Policy for £1,000,000 or more.
2. This application acknowledges that the Committee is indemnified against all claims arising from damage/injury to goods or persons.
3. Payment must accompany this application form.

**I/WE AGREE TO THE ABOVE TERMS AND CONDITIONS AND HAVE ATTACHED A COPY OF OUR P/LIABILITY INSURANCE**

Name:
Signed:
Date: