**Sandgate Sea Festival 2024**

**August 24th-25th**

**Booking Form**

Please return the completed form together with copies of any relevant legal documentation to:

Chani Sanger (Deputy Clerk and RFO)

Sandgate Library

Sandgate High Street

Sandgate

Folkestone

CT20 3RR

Email – [clerk@sandgatepc.org.uk](mailto:clerk@sandgatepc.org.uk)

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| --- | --- |
| Name: |  |
| Address: |  |
| Telephone: |  |
| Email address: |  |
| Registered charity number: (if applicable) |  |
| Documents provided: (Please circle/remove YES/NO/N/A)  *Note: PLI must have an indemnity limit of £5,000,000. If cooking on the day a gas or electricity certificate and a risk assessment will be required.* | Public Liability Insurance YES NO  Food Hygiene Certificate YES NO N/A  Gas/Electricity Safety Certificate YES NO N/A |
|  |  |

Please note that we are unable to supply tables, gazebos, or chairs. Stallholders will need to supply their own.

Please note that we will try to keep stalls as varied as possible. As such, if several of the same type of stall return their forms, not all will be able to attend. We will notify you if this is the case and place you on a waiting list.

Stall booking will close at midday on 26.07.24. Any forms returned after this date will not be accepted. Once this form and the necessary documents have been returned, you will receive an invoice. Your place will not be finalised until full payment has been received. If full payment has not been received by your invoice payment date you will receive one reminder. If full payment has not been received by the payment date on your reminder, you will lose your place.

If you need to discuss anything, please email [clerk@sandgatepc.org.uk](mailto:clerk@sandgatepc.org.uk) or call 01303 248563.