



Framfield & Blackboys Horticultural Society

Summer Show – Saturday 14th August 2010

Application Form for Stalls

The show opens to the public at 1.30pm – stallholders are asked to arrive in good time to set up. In most cases it is possible to park vehicles behind or very close to stall. The show closes at 5.00pm. Stall area will be 6ft trestle table width with big area behind or sufficient room for a small gazebo unless prior arrangement made.

Trade Stalls	- £20 including 1 x table.
Local Community Businesses (Framfield & Blackboys)	- £15 including 1 x table.
Community / Charity Stall	- £10 including 1 x table.
Additional tables	- £5 each

NB. ALL TRADE STAND HOLDERS ARE REQUIRED TO BE RESPONSIBLE FOR THEIR OWN FIRE, HEALTH & SAFETY AND ENVIRONMENTAL HEALTH ARRANGEMENTS AND MUST COMPLETE A RISK ASSESSMENT FORM (ATTACHED) TO BE RETURNED WITH THIS FORM. PROVIDERS OF FOOD MUST ENSURE THAT THEY COMPLY WITH ALL RELEVANT FOOD HYGIENE REGULATIONS AND ARE IN POSSESSION OF A FOOD HYGIENE CERTIFICATE ISSUED BY THE FOOD STANDARDS AGENCY.

All monies with the completed booking form and risk assessment should be sent to Jayne Johnstone at the address below by the 1st August 2010.

Name of Stall

Trade/Charity/Community

Group (please specify which)

Name of Stallholder

No. of Pitches Required

No. of additional Tables Required

Description of Stock

Address

.....

.....

Tel: Fax:

E-mail: Website:

Please return this form to:

**Mrs Jayne Johnstone, Framfield Grange, Framfield, Uckfield, East Sussex TN22 5PN
01825 890494**

RISK ASSESSMENT FOR: (Name of Stall/Stallholder) _____ DATE: SATURDAY 14th AUGUST 2010

PREPARED BY: (PRINT): **Framfield & Blackboys Horticultural Society** SIGNATURE: _____

<p>POTENTIAL HAZARD <i>Please list any additional potential hazards</i></p>	<p>WHO WOULD BE HARMED <i>Please list anyone else who might be harmed</i></p>	<p>EXISTING CONTROLS <i>Please indicate the precautions you have in place for any additional potential hazard</i></p>	<p>FURTHER ACTIONS REQUIRED <i>Please indicate what more should be done in order to reduce risk</i></p>
<p>Unloading and Reloading Vehicles</p>	<p>Drivers, Public, Other Stall Holders</p>	<p>Stallholders should be set up and vehicles parked prior to admission of general public. Parking Attendants will be on duty.</p>	<p>None</p>