

STALLHOLDER GUIDE LINES

Please arrive from 08:10 to have your stall ready no later than 09:45. Other times can be arranged with prior notice. **If it is your first visit please arrive earlier**, at 08:00. It is also advisable to familiarise yourself with the location of the Hall & parking arrangements prior to the event.

For **non-regular stallholders** you will receive an email confirmation of your booking within 10 days of the previous market, along with the layout plans & any relevant information. This timing is unavoidable due to the market being held monthly.

Each stallholder in the hall is provided with a table & two chairs. Stallholders outside need to bring their own table & gazebo. Chairs are provided if required. Please supply a cloth which will **TOTALLY** cover your table to the floor.

There is a free cuppa provided & Bacon, Egg or Vegetarian Butties are also available at a discount. (£2:00 each) Extra drinks are £1 each.

PLEASE let me know if you are thinking of sharing your stall with another.

48 HOUR NOTICE OF CANCELLATION IS REQUIRED

The Market starts at 10:00 & finishes at 1:00 to have the Hall cleared for 2:00.

Please keep up to date with current legislation, if applicable, with what you are selling. Please contact me if you are unsure. **THIS APPLIES PARTICULARLY IF YOU ARE SELLING FOODSTUFFS**. We do have regular visits from the Gedling Food & Hygiene Inspector.

Please **DO NOT** start packing away until just before 1.00 unless prearranged & do please help clear the tables & chairs way at the end. It would be much appreciated.

Lastly - Please wear colourful clothing &, whenever possible, a smile! It works wonders on sales!

<u>PRICES</u>	INSIDE	Charity Stall is FREE 4FT Stall is £6 6FT Stall is £9
	OUTSIDE	Gazebos less than 7ft square are £10 Gazebos more than 7ft square are £15 Stall fees are collected at 12:00.

PARKING When unloading your car please be aware of the parking issues on Trent Lane. Many residents park on the road & it can get blocked. Help for unloading is available on request.

Unless you have a nominated parking space at the side of the Hall please unload your items at the front of the hall, prior to moving your vehicle to the Wheatsheaf Inn over the road. NG14 5GB.

If you have any concerns or suggestions, please do not hesitate to bring it to my attention. If I am not aware of a situation/problem I can't solve it!

Lastly, please enjoy your time with us & we wish you every success with your venture.

STALL ENQUIRIES Karen Taylor karentaylor081@gmail.com

MARKET WEBSITE www.burtonjoycecommunitymarket.co.uk

INFORMATION FOR THE WEBSITE TO hazeli880@gmail.com

FACEBOOK BURTONJOYCECOMMUNITYMARKET