



Blackpool Arts and Library Services Celebrating Words

application form for a stall at wordfair

Name	
Address	
Postcode	
Mobile/landline	
Email	
Website	

Please describe your work, if possible attach one jpg which can be used on promotional material

Where do you currently sell/exhibit your work?

What type of work will you be selling/promoting at WordFair?

Artist/Writer/Company Name (we also welcome applications from organisations that promote/celebrate words)

Declaration by Applicant

I agree to comply with the terms and conditions attached to this application.

I understand that insurance cover for goods on sale at WordFair is recommended, otherwise taken at own risk.

I declare that the information given on this form is correct to the best of my knowledge.

I understand that the booking fee of £10 is a non-returnable fee for the stall.

I agree to undertake a risk assessment of my display and goods prior to the WordFair opening.

I understand that Blackpool Council has the right to cancel the event if unforeseen circumstances dictate: if cancellation occurs your booking fee will be refunded.

Do you have Public Liability Insurance? We recommend cover of at least £2,000,000	yes	no
Data Protection Act 1998	Information you have supplied on this form may be held on computer and used for statistical information and to promote the WordFair. Blackpool Council may also wish to contact you about future opportunities.	
Signed	Print Name	Date

Please return to Lynne Pattinson, Arts Development Officer, Progress House, Clifton Road, Blackpool, FY4 4US. Email: lynne.pattinson@blackpool.gov.uk

Guidelines

WordFair will be held on Saturday October 2nd and open to the public from 10.30am-3pm.

Venue: The Main Hall at the Post Office, Abingdon Street, Blackpool, FY1

Access: From 8.30-9am. Unloading only Abingdon Street.

Fees: £10 per stall, payable on booking. Cheques to be made payable to Blackpool Council. Card/cash payments accepted at the Grundy Art Gallery, Queen Street Blackpool, FY1 1PX please quote WordFair and bring this form with you.

Parking: the nearest town centre car park is West Street pay and display car park, which is 2 mins walk from the Post Office. There are no toilets on site but the market next door has public toilets.

Public Liability insurance is required, we recommend at least £2,000,000 cover. We also recommend you insure your goods against loss, theft or damage.

Stalls: will be 5ft trestles. The hall is well lit but there will not be facilities for individual lighting/electrical equipment on the stalls. Note there are no toilet facilities in the hall but public ones are available at the market next door.