



Malvern Fringe Arts

www.malvernfringe.co.uk

STALLS ENQUIRIES:
Sam Hemming 01684 572780
2010maystalls@malvernfringe.co.uk

Malvern May Day - Sat 1st May 2010 - Priory Park, Gt. Malvern

Dear Stallholder

Malvern May Day is on the horizon once again, and we are now programming this year's even. The theme this year is **'Forests and Fantasy'**.

Historically, the event cost was minimal (ie no cost to the organisation for park, etc) In recent years the costs borne by Malvern Fringe have escalated. Last year, costs included fees for Park Hire/Road-Closure/Public Licensing/Musicians/PA hire, Advertising/Publicity, St John's Ambulance, Signs/Decorations, and the subsidising of artists to go into local schools to produce themed banners for parade, etc. Malvern Fringe is a voluntary community arts organisation and hours of unpaid time go into the preparation of this event by a small team of volunteers.

Due to the increase of participants/stalls/groups over the last few years and general 'red tape', we again find it unwished for, but necessary, to formalize further some aspects of the day's organisation, including stalls.

This year we will again be asking for stalls to help towards the day's costs.

Places are limited, and the layout will be different to previous years to keep areas in the centre of the park free, allowing easier public access, viewing and movement through the park (This should allow more people to view/access stalls too).

Pitch size is 8ft x 6ft. - (frontage:6ft table space plus 2ft access).
Please phone if your requirements are larger, I'm sure you can be accommodated.

May Day is a fantastic free community event for all the family, and we greatly appreciate what the stalls bring to the day. If you know anybody else who would like to have a stall, please could you forward on this form to them, or print it out for them if they do not have an email facility.

We wish a safe, fun and profitable day for all involved.

We ask that you return the form below by **Thurs. 1st April**, including stall fee. Any cancellation must be with us two weeks before event.

Yours Sincerely,

Sam Hemming

Sam Hemming (May Day Stalls Co-ordinator)



2010 May Day
Theme:
'Forests & Fantasy'

Malvern Fringe Arts
is the trading name of
Malvern Fringe
Arts Limited,

Registered office
109 Church Road,
Malvern
Worcestershire
WR14 2AJ

Chairman
Phil Linnell

Treasurer
Sam Hemming

Registered in
England and Wales,
Company Registration
Number. 01661330.

Registered Charity
Number. 513318

Business/Charity (Please circle)

Name : _____

Contact: _____

Address: _____

Phone: _____

Mobile: _____

Website : _____

Email : _____

Signed : _____

2010 MAY DAY STALLS BOOKING FORM :

Size of stall: _____

Brief description of goods: _____

Saturday 1st May	Business	Charity
Stall Cost	£20 <input type="checkbox"/>	£10 <input type="checkbox"/>
Extra for Table	£5 <input type="checkbox"/>	FREE <input type="checkbox"/>
Total	<input type="checkbox"/>	<input type="checkbox"/>

Return form and cheque to: **Sam Hemming,**

1 Michael Crescent, Malvern, Worcs. WR14 1UE

Terms & Conditions

Stalls will be booked on a '1st-come-first-served' basis.
Placement in previous years does not guarantee similar placement this year.
The decision of location of stalls by the organisers is final.

Stalls will be situated throughout the park. Pitch locations will be allocated in advance (not on the day), and a plan available at the fringe tent on the morning of the event.

Please be aware that the park is on a slope and the ground is uneven.
It may be an idea to bring blocks to level tables.

Pitch size is 8ft x 6ft - (frontage:6ft table space plus 2ft access) Larger stalls may incur higher cost.

Vehicular access for stalls is via Orchard Road.
Cars may be driven on site to unload only, & removed as soon finished unloading.
Stalls may be set-up from 8.45am but must be completed by 10.30am.
All cars must be off-site by 10.00am.

We request that all exhibitors maintain their stalls until 5.00pm.
No vehicular access to park until end of event, after 5.30pm.
Please be aware that there may still be a lot of people including children in the park at this time.
DRIVING ON & OFF SITE WITH CAUTION IS IMPERATIVE.

There are only a limited no. of tables to rent available. Stallholders must provide own table-coverings.
We regret that the following will not be available: Chairs & Electricity

Stalls should be attended at all times. Pitch spaces must be left tidy at the end and we politely request that rubbish be taken home (due to the strain on the existing facilities).

Full 'pitch' cost is to be paid by **Thurs 1st April**.
Booking is only guaranteed on acceptance and receipt of payment.
(cheques / P.O.'s to be made payable to MMD Sorry- we cannot take credit cards).

Cancellation must be received 14 days prior to event, preferably by email or in writing.
Unfortunately, we can't give refunds after this time, and monies will go towards the cost of the event.

Inclement weather : Fortunately we have had good weather over the past few years, but it may be useful to bring an umbrella & plastic sheet to cover goods in case of shower.

If you know of any other parties who may be interested in having a stall on May Day, or getting involved or supporting the Event, then please photocopy these pages and pass them on.

A copy of this document and others related to the Festival is available via
www.malvernfringe.co.uk
or by emailing **2010support @malvernfringe.co.uk**.
