



Olney Town Council

The Olney Centre, High Street, Olney MK46 4EF
T: 01234 711679 E: deputy@olneytowncouncil.gov.uk

Dickens of a Christmas Outdoor Stall Application Sunday 4th December 2022

Please read all information below

Contact name: _____

Organisation name: _____

Address: _____

_____ Post Code _____

Telephone: _____ E-Mail: _____

If accepted, I would like to sell: _____

Please advise of website if applicable _____

I will provide my own **gazebo** and **table** for **outside** use as required - The cost for one **3m x 3m** pitch is:

£25.00 for Charity or £58.00 for Commercial / Private (please indicate)

Preferred location (please note we will endeavor to meet your request but are unable to guarantee):

North End High Street _____ South End High Street _____ (please indicate)

You will be notified by end October **IF** your application has been accepted, **then** you will be required to provide:

- Copy of Basic Food Hygiene Certificate held for food stalls
- Copy of Public Liability Policy
- Risk Assessment
- Temporary Event Notice (TEN) for all stalls selling alcohol
- Payment (for which there will be no refund)

Failure to provide the above when requested will result in the space being offered to someone on the waiting list.

Date _____ Signature _____

We/I agree to enter into the spirit of the day by dressing in Dickensian costume and decorating our stall accordingly

In accordance with the General Data Protection Regulations (GDPR) Olney Town Council are collecting this data to enable us to manage your booking. We will only use it for that purpose and will not pass your information on to third parties. We will only hold the information for as long as it is necessary.

Please return the completed application form to deputy@olneytowncouncil.gov.uk

The closing date for receipt of completed applications is 1st October 2022

This event is being held in accordance with Government Covid guidance and as such may be subject to cancellation at short notice.

In the event of cancellation Olney Town Council cannot be held liable.