

**East Midlands Markets and Events Ltd**  
**Markets and Events 2019**  
**INFORMATION**



Here are this year's four events. Brief information about each event is supplied below, more can be found on our website in the next few weeks.

In an effort to reduce the amount of paperwork this year we will be asking you to complete a registration form which can be used for all events and provide a copy of your public liability insurance. We would also suggest that you submit a risk assessment for your stall if you have one.. Larger pitches are available if required. Please contact us for a price quote on 07956631683 Terms and conditions will be published separately for all events online.

**1. Sunday 7<sup>th</sup> July Barrow upon Soar Summer Street Market 10am – 4pm**

**TYPES OF STALLS Applications by 23<sup>rd</sup> June 2019**

Barrow's well attended annual summer street market with over 50 stalls.

Local food, drink, catering, handmade crafts/arts, selected retail and promotional organisations/charities. Local charities note there will be a limit on the number of tombolas permitted (2 only).

**PITCH PRICES**

Standard (3m x 3m) £25.00 Catering (3m x 3m) £35.00 Charity Free Please inquire re larger pitches

**2. Bank Holiday Monday 26<sup>th</sup> August Countryside Show**

**(Time to be confirmed ?9.30am – 5pm) Beacon Hill, nr Woodhouse Eaves**

The Countryside Show (formerly Wood Fair) now in its 13<sup>th</sup> year. 5 miles from Loughborough in the heart of Charnwood Forest it offers an excellent day out for countryside lovers with many visitors staying all day, plenty to see and do and acres of parkland to explore. Please note we only organise the Food areas. Leicestershire County Council has responsibility for all other stalls.

**TYPES OF STALLS Applications by 26<sup>th</sup> July 2019**

Local food/drink/catering/food related ie cookery schools/books/equipment/promotional ES

**PITCH PRICES**

Standard food £60.00 Large food (6m x 3m) £100.00 Catering main area (6m x 3m) £200.00

Satellite/Small/ice cream catering (3m x 3m) £130.00 Please inquire re larger pitches

There is a tender system for the tea tent and bar please inquire.

**3. Friday 29<sup>th</sup> November Burbage Christmas Switch On 5.00pm – 9.00pm**

Our second year at Burbage with live Christmas music, bars, street food, funfair rides and an array of pubs, shop and organisations offering entertainment on Windsor Street and in the village.

**TYPES OF STALLS Applications by 29<sup>th</sup> October 2019**

Local Food/drink/catering, handmade crafts/arts, Christmas gifts, selected retail, limited pitches for local organisations/charities free

**PITCH PRICES**

Standard (3m x 3m) £25.00 Catering (3m x 3m) £35.00 Charity Free Please inquire re larger pitches

**4. Sat 7<sup>th</sup> & Sun 8<sup>th</sup> December Beaumanor Hall Winter Fair (10am – 5pm)**

Our marvellous Christmas Fair at the elegant and evocative Beaumanor Hall, an elegant Victorian built stately home situated in the beautiful village of Woodhouse, 5 miles from Loughborough. An event which is full of festive cheer including a plethora of live Christmas music and fun with seasonal demonstrations and our annual Gingerbread House competition.

The majority of stalls will be inside the hall especially handmade crafts/artwork. However we also have outdoor pitches especially for hot food catering, gardening, activities etc. You are advised to book early to avoid disappointment.

Businesses wishing to demonstrate or promote their products ie cookery demos, art, craft and therapies etc are asked to contact EMME to discuss ideas and prices.

Stallholders booking for two days will take priority. However if you are only able to stand for one day you will be added to a waiting list and paired with another stallholder if stalls are available later in the application process. Please mark on the registration form.

Where available, assistance will be provided with first floor stallholders' stock. Continued on Page 2

## **TYPES OF STALLS Applications by 7<sup>th</sup> November 2019**

Excellent quality locally produced food/drink/catering, handmade crafts/artwork/recycled/antiques/vintage and unique gift ideas to offer customers an excellent choice of delightful presents for their family and friends. Limited pitches for local organisations/charities offering activities

### **PITCH PRICES**

Outdoor standard £100.00 Outdoor standard catering £160.00

a) Indoor food/drink/retail/therapies/promotional £120.00 (Alcohol sales + £10)

One day only £65.00

b) Indoor handmade craft/art/recycled/antiques/vintage/charity £80.00\*

\*£10.00 discount on b) if booked before 31<sup>st</sup> July

One day only £45.00

Please inquire re larger pitches

Electricity – one socket for lighting only indoor £10.00 per standard pitch

### **All events**

Those who have been successful will be sent further details a week before the event.

If you have been unsuccessful we will put your details on our waiting list in case of cancellations and on our circulation list for next year and return any payment. Receipts for payment will be provided at each event.

### **Recycling:**

In line with a growing number of events and festivals we are requesting stallholders to use recyclable or biodegradable disposables and avoid the use of plastic carrier bags.

### **Generators**

Silent generators may be used outside with permission.

### **Cancellations:**

Barrow/Burbage: No fees will be returned if cancellation is made one month or less before the event Countryside Show/Beaumanor Hall fees will be returned if cancellation is made two months or less before the event. Cancellation must be in writing which will be acknowledged

Cancellations made before these deadlines will incur an administration charge of £15.00

# EAST MIDLANDS MARKETS AND EVENTS LTD

## Registration Form 2019

Please tick Barrow Street Market Sun 7<sup>th</sup> July  Countryside Show Monday 26<sup>th</sup> Aug   
 Burbage Christmas Market Fri 29<sup>th</sup> Nov  Beaumanor Hall Sat 7<sup>th</sup> & Sun 8<sup>th</sup> December

Name:

Business Name:

Company Structure: Sole Trader/Partnership/Limited Company (delete as applicable)

Business Address:	Home Address
Postcode	Postcode
Email	Facebook:
Tele:	Twitter:
Mobile:	Holding Number (if applicable)
Website	Acreage (if applicable)

Please tick the box(es) that best describe your core business

(Local Producers/Craftworkers only) <input type="checkbox"/> Locally reared, made or grown food <input type="checkbox"/> Alcoholic Drinks (TEN) <input type="checkbox"/> Local catering (Hot food/Coffee/St Food, Icecream) <input type="checkbox"/> Plants/Charcoal/Flowers <input type="checkbox"/> Locally Handmade Crafts/Art Please note new stallholders are required to send a photo of their stall.	Retail <input type="checkbox"/> (Food, Crafts, Catering, Alcohol, Plants) <input type="checkbox"/> Charity/Local Organisation <input type="checkbox"/> Therapies <input type="checkbox"/> Vintage/Antiques/Recycled goods <input type="checkbox"/> Other .....
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**PRODUCTS:**

Do you rear, grow or make any of your products  Yes  No  
 Do you make the product within a 100 miles radius of the event  Yes  No  
 Do you retail the products only  Yes  No  
 Do you sell from a trailer or catering vehicle  Yes  No

(Please state size description.....)

Do you use a generator  Yes  No Diesel/LPG/Petrol (Please circle where applicable)

FOOD BUSINESSES: Name of Council where your business is registered .....

Are you a member of any assurance or certification scheme eg. Soil Association, LEAF, EFSIS, FABBL, NCASS  
 YES  NO  Please specify.....

Please list all the products that you intend to sell at our Markets and Events. You will only be permitted to sell approved products listed below and will be asked to remove any undeclared items. Permitted products may vary from market to market so please list if you want to alter the products at each event.

PRODUCERS/CATERERS Please indicate which local ingredients and their sources have been used to make each item to be sold (if applicable) ie Silver Spoon sugar (Notts) used in cakes - Sausages from Joseph Morris - Recycled wood for chairs and tables

**What size pitch do you require?**

**Standard outdoor pitch** (own 3m x 3m gazebo, weights)

Barrow Street Market  Countryside Show  Burbage Christmas Market  Beaumanor Hall

**Standard indoor pitch** (5.5ft x 2.5ft table approx with chair) Beaumanor Hall

**Other size**  Please state pitch size required and we will contact you to discuss.....

**Do you wish to demonstrate for a possible discount (local food and craft businesses)**  YES

**Electricity required**

Burbage Christmas Switch on – limited availability £10.00  YES

Beaumanor Hall (indoor – lighting only) £10 for weekend  YES

**Will you be attending in person to sell your produce?**  YES  NO

If no, please state who else will be at the event.

Name:	Employee/Director

**Please indicate if EMME Ltd may use your company details to promote your business or to relay to carefully selected parties (usually event organisers)**  YES  NO

**Applicant Declaration**

- I hereby apply to be registered to stand at EMME Ltd markets and events
- I agree to sell only items agreed for each market by EMME Ltd
- I will maintain current Employee, Public & Product Liability Insurance (min £5m\*) whilst trading on EMME markets \*2million for handmade crafts
- I can confirm that all staff serving on a registered food stall have a basic food hygiene qualification or sufficient training
- Only the above named persons will be present at my stall
- I agree to assist in any inspections and/or visits required to verify my products comply with the Terms and Conditions and understand that my details will be passed on to Environmental Health & Trading Standards departments and that they may be communicated with EMME any issues which may affect my ability to attend the markets
- I have read, understood and agree to abide by EMME Ltd’s Terms and Conditions for each event.

I, the undersigned declare that the information provided on this form is correct	
Signed	Date
Print Name	Position in Company
<i>NB Any stallholder who falsifies information on this form will be excluded from all EMME markets</i>	

**Please return to EMME Ltd**

**Wymeswold Lodge Cottage**  
**Narrow Lane**  
**WYMESWOLD LE12 6SD**  
**Mobile: 07956631683**  
**Email: info@emme.uk.com**  
[www.emme.uk.com](http://www.emme.uk.com)

- Enclosure Checklist Registration Form
- Copy of PLI (& Employers) insurance
  - Copy of Food Hygiene Rating
  - Copy Assurance Scheme Certificate(s)
  - Payment(s) TOTAL £.....
  - Photo of stall (new stallholders)
  - Gas Safe Certificate/PAT (if applicable)
  - Risk Assessment (optional)
  - Sustainability Policy (optional)

Your application will only be considered if all the necessary documents are enclosed.

Payment should be made by cheque payable to “East Midlands Markets and Events Ltd” or directly by BACS

**Account Name: East Midlands Markets and Events Ltd**

**Account No: 44453768 Sort code: 30-65-85 Please mark “Your Business Name”**