



Kelham Island Museum

Victorian Christmas Market 2009 Saturday 5 and Sunday 6 December

Stallholders Application Form

IMPORTANT: Please refer to the guidance given in the accompanying notes. Incomplete forms will not be accepted.

1. Contact Details

Business/Organisation			
Main Contact			
First Name		Surname	
Correspondence Address			
House No./ Name		Street	
Address			
City		Region	
Postcode		Home Tel.	
Work Tel.		Mobile	
Email		Website	
<i>Please tick here if you would like to remain on our mailing list for future events</i> <input type="checkbox"/>			

2. Description

3. Type of Stall

	Description	please ✓
A	Charity (Registered)	
B	Food & Drink Sellers	
C	Christmas Shop	
D	Made in Sheffield / Traditional Skills & Crafts	
E	Jewellery & Gifts	

FOR OFFICE USE ONLY

ACCEPTED	RESERVE	ADD.REQ.	TYPE	STALL
		E P		



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Power Requirements		please ✓
Do you require power?		
What will you use this power for?		
If allocated an indoor stall do you intend to have additional lighting?	£20.00inc.vat	
Further Requirements		
Documentation to be provided and enclosed by Stallholder (if applicable)		please ✓
CRB Certificate		
Food Hygiene Certificate		
Public Liability Insurance Certificate		
Registered Charities		
Please give your Registered Charity No. here:		

5. Event Programme

Event Programme		please ✓
Would you like to promote your stall in our event programme?	£10.00inc.vat	

6. Ambience

Victorian Costume		please ✓
I/We will dress in an appropriate 'Victorian style' to help create the ambience of the Market and agree this is a condition of attendance		

7. Declaration

I/We have enclosed copies of any required documentation/certificates where appropriate		please ✓
Signed:	Date:	

Please return this form with any additional information required to:

BY POST

Christmas Market Applications, Events and Marketing Dept, Kelham Island Museum, Alma Street, Sheffield S3 8RY

BY FAX

0114 2010619

BY EMAIL

events@simt.co.uk

APPLICATIONS MUST BE RECEIVED BY THURSDAY 24 SEPTEMBER 2009