

**GRAND OPENING BUXTON MARKET PLACE
SATURDAY 17TH JUNE 2017 9am to 8pm
INFORMATION & GUIDANCE FOR STALLHOLDERS**

About the event:

This is a brand new long distance walk which follows the boundary of the Peak District National Park. See accompanying note for more information about the walk. People will be walking all twenty stages of the walk on the day, setting out at 10am, and we will be following their progress from Buxton Market Place. There will be stalls, activities and entertainment through the day, and all the walkers will gather on Buxton Market Place at the end of the day to celebrate.

Why get involved:

The walk is attracting a lot of attention nationally - we believe it is the first circular walk around a national park boundary. We are inviting representatives from the many authorities that the walk passes through, walking and outdoor activity groups, community organisations, local and national media. It will be a big, well publicized event and people from the Peak District and beyond will be flocking to Buxton to join in the celebrations.

This is a very special opportunity to introduce your business, your product, your club or yourself, to a huge and diverse audience.

How to take part:

To book a stall at the event, please fill in the Stallholder Application Form.

You can opt to have a traditional market stall or stalls (3m x 1.2 m display surface, roof, open sides), at £20 per stall.

If you want to bring a specially adapted vehicle (up to 5m length) or your own purpose built gazebo (up to 3m x 3m) the cost is £30. Larger spaces are available, price on application.

Other information:

Insurance - all participants need public liability insurance to £5million.

Electricity Supplies - There are a limited number of locations where electricity can be made available to stall holders. If you need electricity for your stall please indicate this on the application form and provide full details of exactly what equipment you want to use. There will be an additional charge of £10. Any electrical equipment you use will need appropriate safety certification.

Gas Bottles - Please let us know if you will be using bottled gas supplies, it could affect where we locate you, and you will need to comply with all the relevant safety legislation.

Car Parking - Space will be at a premium and all vehicles which are not an integral part of your stall (eg mobile kitchens) must be removed from site by 8:45am. We cannot allow vehicles to be parked next to your stall except by special arrangement in advance and this will only be possible in a few selected places. Cars may not be brought back on to site until 8pm.

Alcohol - The event area will not be licenced for either 'off-sales' or the consumption of alcohol. Any stall-holder wanting to sell alcohol must apply to HPBC for a Temporary Event Notice and pay them the relevant fee (£25); we will provide you with a map of exactly where your stall will be to append to your application.

The Organisers and Volunteer stewards will be clearly identifiable with Buxton Town Team ID, and Local Authority officers will wear their Council ID. There will be a Buxton Town Team stall on the Market Place, which will serve as the organisers' base, and where any issues that arise can be resolved.

Fill in the application form and send it with your payment to:

Buxton Town Team, c/o 22 West Road, Buxton SK17 6HF

or you can drop it into the Buxton Town Team mailbox by Reception in Buxton Town Hall (9am-4:30pm only);

or if you are paying by BACS transfer, email it to townteam@buxtontownteam.org

Applications must be received by Wednesday 31st May 2017.

It may take up to two weeks to acknowledge your application; if you do not hear from us within this time please contact us to check your application has not gone astray!

If you have any queries, email townteam@buxtontownteam.org or call Janet on 01298 71041 or 07971 556650.