**COTSWOLD FEST FOOD VENDOR APPLICATION**

25TH – 27TH JULY 2025

Duke of Gloucester Bks | South Cerney | CIRENCESTER | GL7 5RD

info@cotswoldfest.co.uk // 07532326987 // WWW.COTSWOLDFEST.CO.UK

|  |  |
| --- | --- |
| **TRADING NAME** |  |
| **CONTACT NAME** |  |
| **CONTACT NUMER** |  |
| **FULL ADDRESS** |  |
| **EMAIL** |  |
| **WEBSITE** |  |
| **SOCIAL MEDIA** |  |

|  |  |
| --- | --- |
| **WHAT TYPE OF FOOD / DRINK WILL YOU SELL (PLEASE GIVE BREIF DISCRIPTION)** |  |
| **DETAILS OF YOUR SET UP (VAN, TRAILER, GAZEBO)** |  |
| **HAVE YOU TRADED AT FESTIVALS BEFORE?** |  |
| **ANY ADDITIONAL INFORMATION?** |  |

|  |  |  |
| --- | --- | --- |
| **Will you need electricity?**  | 16amp £140+vat | Yes / no |
|  | 32amp £220+vat | Yes / no |

|  |  |
| --- | --- |
| **TRADING COSTS** | £300+VAT  |
| **COMMISION COSTS** | 10% from turn over |

**PLEASE NOTE:**

If you wish to plug into our electric, please make sure you highlight YES. If all the details above are correct and you accept our terms and conditions, please sign on the final page. An invoice will be emailed across, please can you make a payment within 7 day of invoice.

**TERMS AND CONDITIONS**

You must send copies of all your documentation including Risk Assessments, Public Liability Insurance, Electrical PAT Testing and Gas Certificates (if applicable), Food Hygiene and H&S Documentation via email to secure your pitch prior to the event. Failure to provide the relevant paperwork may result in your application being unsuccessful. All documents will be reviewed. info@cotswoldfest.co.uk

GAZEBO SPECIFICATION – All gazebos must be commercial standard. Garden/lightweight structures are not allowed. Material must be fire resistant, leg poles and roof struts must be substantial enough to withstand strong winds. The gazebo must be properly secured down using specifically designed, commercial grade weights and/or stakes (minimum 20kg per leg). If a structure is deemed unsafe, the decision by the event manager and safety officer is final.

SECURITY – Security and stewards will be on site for the duration of the event. Traders are responsible for the safe keeping of all goods/items on their pitch. The organisers will not be responsible in any way for the loss or damage to exhibitor’s property or vehicles whilst at the event.

FIRST AID – Medics will be on site during the duration of the event. A site map will be shared with all traders highlighting where the First Aid location point will be sited.

The organisers cannot provide any infrastructure or furniture such as tables or gazebos for your pitch. Please be aware you will need some form of lighting on your set up. It is the responsibility of each vendor to dispose of all waste into bins. We kindly ask you leave the site how you found it always keeping your pitch clean and tidy for the duration of the event.

The event site and catering area is located on grass. Access to your pitch will be via a hardstanding roadway through site then onto grass. There will be space behind the trading areas for vehicles as well as our staff / performer car park.

CANCELLATION BY EVENT ORGANISERS – If the event is cancelled before the event start date for whatever reason, traders will be notified as soon as possible if the event was to be cancelled.

CANCELLATION BY TRADER – If the Trader cancels their attendance to the event, then the following will apply:

Cancellation prior to Sunday 1st June 2024 – No charges will apply.

Less than 4 weeks prior to the event – £200 charge will apply.

Less than 2 weeks prior to the event - £400 charge will apply.

Once your application has been received and authorised, we will be in touch with further details.

Applicant details-

|  |  |
| --- | --- |
| NAME |  |
| DATE |  |
| SIGNITURE  |  |

Cotswold Fest staff-

|  |  |
| --- | --- |
| NAME |  |
| DATE  |  |
| SIGNATURE  |  |

**Please note we get lots of trader / vendor enquiries, as much as we really appreciate this, we cannot sadly allow everyone to trade due to our size. We will be in touch via email if your application is accepted.**

COTSWOLD FEST