

TRURO CHRISTMAS STREET MARKETS BOOKING FORM 2010.

For Christmas 2010 we are holding 5 late night shopping events (trading times 5pm till 9pm) and 2 Saturday shopping events (trading times 9am till 5pm). On each occasion the streets in the centre of Truro will be pedestrianised and we will be erecting covered market stalls in Boscawen Street which is in the heart of the city and has retail outlets such as BHS, Waterstones, H Samuels, Lakeland, Burtons and Monsoon. Each pitch at the market is sold in units of 3-metre frontage by 1.5-metre depth. Anyone requiring additional space is advised to book an extra pitch which will then be allocated 'back to back', thus allowing the operator to trade from both sides of the market. Unfortunately discounts cannot be given for multiple bookings. Registered charities are charged at 50% of the commercial rate.

Electricity will be available, for display purposes only, at no extra charge. Halogen display lighting is not permitted. Any trader using electricity for cooking or powering anything other than display lights (water boilers, soup tureens, tea urns etc) must pay a £10.00 (+vat) surcharge per session. Tables (6ft x 2ft) are NOT supplied but can be hired (in advance) at a flat rate of £5.00 (inc vat) per session.

All bookings must be paid for in advance and are non-refundable, no matter what the circumstance. A booking should not be considered confirmed until the applicant has received written confirmation (including electronically) from DME Ltd that the booking has been accepted. Traders must display a valid Cornwall Council Street Trader Licence (application form through the web site) on their stall. Anyone trading at these markets must have any and all appropriate certificates pertinent to their product, including sufficient Public Liability Insurance cover. Any electrical equipment used must be safe and PAT tested.

Covered Market; We are happy to consider applications from anyone wishing to sell good quality arts, crafts, gifts, food and drink. Applicants wishing to promote and market their businesses (hotels, restaurants, spas etc) are welcome. Applications from existing Truro businesses are especially encouraged (see below). Our criterion for the selection of participants is that they must have a product or service that is appropriate to this high-quality venue. Applications from traders with "cheap-jack" products will not be accepted. We reserve the right to refuse any application.

Please note that spaces are limited in the covered market; 44 spaces are available at the 1st, 8th, 15th & 22nd December events but only 26 spaces are available at the 24th Nov, 11th & 18th December events. Once the spaces have been filled, unsuccessful applicants will be placed on a waiting list. It is therefore advisable to book your required dates without delay. There is no minimum booking requirement. We are NOT running any market or activities in Victoria Square this year.

BIDs Levy Payers. If you run a business in Truro and pay into the BIDs levy then, by agreement with Totally Truro, you are entitled to a 25% discount on your first two of these events. Further booked events are charged at the full commercial rate. Please mark "BIDs levy" on your booking form and subtract 25% from the total cost of your first two booking dates.

Catering Units: Mobile food unit operators are allowed into these events on a "by-invitation only" basis and will be contacted directly by DME Ltd.

WANTED: If you run a hot chestnut stand, mince pie stall or anything seasonally similar then please get in touch with us as we are looking for good quality street vendors for selected street locations throughout the city.

Company Number: 4907302

VAT registration number: 878480764 VAT @17.5%

The Old Schoolhouse, Old Carnon Hill, Carnon Downs, Truro. TR3 6LF

Deborah Martyn Events Ltd.

Please fill in the details relevant to your requirements in the appropriate box:

BOSCAWEN STREET Covered Market:

Date	Cost (Per pitch, Including Vat)	No of Pitches (3m x 1.5M)	Table/s £5.00 hire charge per table per session	Electric for cooking (£11.75) inc vat)	Running total.(£)
Wed 24 th Nov Reindeer parade	SOLD OUT				
Wed 1 st Dec	£65.00				
Wed 8 th Dec	£65.00				
Sat 11 th Dec	SOLD OUT				
Wed 15 th Dec	£70.00				
Sat 18 th Dec	SOLD OUT				
Wed 22 nd Dec	£70.00				
Total:					

Truro Christmas Markets Booking Form Applicant Details.

NAME	
TRADING AS:	
ADDRESS	
EMAIL	
CONTACT PHONE	
DESCRIPTION OF PRODUCT/S	
ADDITIONAL INFORMATION:	
CHARITY NUMBER (If applicable- Charity discount will only be applied if number is supplied)	

Please send this completed and signed booking form, with appropriate payment in full (cheques payable to DME Ltd- please do not send cash) to:

DME Ltd, The Old Schoolhouse, Old Carnon Hill, Carnon Downs, Truro, TR3 6LF. Please note that all payments for the Christmas Street Markets are, as per our terms & conditions, non-refundable.

Indemnity Statement.

I agree to indemnify Deborah Martyn Events Limited against any claims for loss or damage to my goods and against any claims that may arise against me as a result of my acts, omissions or errors. I understand that it is my responsibility to ensure that I have full Public Liability Insurance cover and a valid Cornwall Council Street Trader Licence. I further agree to abide by the DME Ltd terms and conditions for this booking (available at www.dmevents.co.uk).

Signed..... Date.....