



KING'S TEIGNTON RAM ROASTING FAIR

Monday 26th May 2025

Charity Stall

Application Form – King's Teignton Ram Roasting Fair 2025

Please note: This form is for charity stallholders only. If you are a commercial stallholder, please refer to the separate form available on our website: www.kingsteigntonramfair.co.uk

Key Dates:

- **Applications open:** 14th October 2024
- **Closing date:** 14th December 2024
- **Notification of successful applications:** By 1st February 2025
- **Payment and documentation deadline** 1st March 2025

Application Process:

We recognise that many of the smaller groups and clubs use the Ram Fair as a way of fundraising for their particular organisation and that paying out £20 for a stall can be a significant outlay.

For this reason, it has been the practice for many years for Charities to have the option to provide volunteers instead of paying the stall fee. These volunteers carry out a vital role in helping the small number of Committee members on the day.

The main tasks which the committee may need help with, are responsibilities such as; covering the entrance gates (particularly on opening at 11.45am), covering the Hoopla stall, helping with the Face Painting stall or the Raffle stand (these tasks are not an exhaustive list, but simply a guideline of expectations).

In order for the Stallholders' fee to be waived we need the name and mobile number for 2 volunteers to be submitted to the Committee with the Group's insurance details no later than two weeks after confirmation that a space has been allocated to you. Each volunteer will need to be available for a 2-hour session.

PLEASE NOTE:

- One single Free Entry Pass will be sent to the Applicant on receipt of payment.
- Any helpers present at your stall before 10.30am will not be charged entry at the Gates.

PLEASE ENSURE THAT YOU PASS ON RELEVANT INFORMATION REGARDING ENTRY CHARGES AND ACCESS TIMES TO THE MEMBERS OF YOUR ORGANISATION INVOLVED IN SETTING UP AND RUNNING YOUR STALL THROUGHOUT THE DAY.

1. **No payment required at this stage.** Stall spaces will be allocated, and the layout finalised during our meeting in January 2025. You will be notified by 1st February 2025 if your application has been successful.
2. Upon confirmation of your allocated stall, please provide us with a copy of your **Public Liability Insurance** and **Risk Assessment**, which will be required by **1st March 2025** and **all documents must be VALID for the event on Monday 26th May 2025**. Please also provide at this time, the names and contact details for your **two allocated volunteers**

Important Notes:

- Please ensure that your stall adheres to health and safety regulations. If you are using a gazebo, it must be secured with **15kg weights on each corner** as part of your health and safety management plan.
- Stallholders must provide copies of their **Public Liability Insurance, Risk Assessment** and **Food Safety & Hygiene Certificate** (If applicable) by the due date.
- **Arrival Time**
Please estimate the time required to set up your pitch. Once confirmed, we will assign you an arrival time based on your setup needs. It is important to arrive promptly at your designated time to ensure a smooth setup process and maintain the overall schedule for all traders.

Promote Your Organisation: We would love to help promote your organisation on our website and social media channels ahead of the Fair! Upon confirmation of your successful application, please send us any promotional images along with your website and social media links so we can help showcase your enterprise.

For more information or enquiries, visit our website or contact us directly.

Terms & Conditions for Charity Trader Application:

By submitting this application, I confirm my acceptance of the Terms and Conditions as outlined on the King's Teignton Ram Fair website.

- I confirm that I can attend King's Teignton Ram Roasting Fair on the **26th of May 2025**
- I confirm that I will hold valid **Public Liability Insurance on 26th of May 2025** and will provide a copy upon confirmation of an allocated space.
- I confirm that a **Risk Assessment** has been completed for my stall and goods. This assessment adheres to current health and safety guidelines and covers all foreseeable risks at the time of the event and will provide a copy upon confirmation of a successful application.
- If my business consists of **Food Handling or Preparation**, I confirm that I will provide a copy of my **Food Safety and Hygiene Certificate** along with my application.
- Charity Traders are required to submit a copy of their documents as outlined above by the deadline of **1st March 2025** (all documents to be valid for trading on the 26th May 2025) along with **Payment** for their **Pitch Fee/ Volunteer Details**. Please note that if these documents **are not provided** by the specified date and you have already paid your pitch fees, you **will not be eligible for a refund** of your application and failure to provide these documents by the deadline may result in the cancellation of my application.
- I understand that the allocated stall space will be **3m x 3m** and that all stall materials, products, and equipment must be contained within this area on the day of the event.
- I acknowledge that, in compliance with event health and safety regulations, I am required to use **15kg weights on each corner** of my gazebo, should I use one for my stall.
- I consent to my contact information and related data being securely stored by the Ram Fair Committee for up to 2 years. This information will only be used for communication related to this event and potential participation in future fairs.
- I consent to the use of any promotional or social media material I provide in relation to my application, allowing it to be used to promote both my company and the Ram Roasting Fair event

Please note: Failure to accept these Terms and Conditions will result in your application being ineligible for consideration.