

SEDBERGH ARTISAN MARKET 2022

INFORMATION FOR STALL HOLDERS

ARTISAN MARKET DATES 2022

Saturday 28 May Saturday 25 June

Saturday 30 July Saturday 27 August Saturday 17 September

PITCH FEES

We charge £15 per pitch. We ask traders to trade from a stall or specially-adapted vehicle (not just a car). If you don't have anything, we will hire you a 3x3 or 3x2 metre gazebo for £5 per pitch.

You can book one, some or all of the markets and more than one pitch per market. If you book more than one pitch we will assume you want them next to each other.

PAYMENT

On receipt and acceptance of your application form, we will provisionally book you in to the markets you have asked for where there is room send you an invoice for the pitch fees (and gazebo hire, if any). We will put you on a waiting list for markets you have asked for where there is currently no room.

The invoice is payable in advance by cash or bank transfer (details are on the application form) to guarantee your pitch.

CANCELLATION

- Bookings cancelled two or more weeks prior to the market date will be fully reimbursed.
- Bookings cancelled less than two weeks before the date will not be reimbursed.
- In the event of a cancellation by Sedbergh Artisan Markets, all fees will be returned in full. If the market is abandoned due to bad weather while it's in progress, we will return fees based on the amount of trading which has taken place. We will endeavour to inform all stall holders as soon as possible if an event has to be cancelled.

SET UP

The stall plan will be sent out the week before each market.

Stall holders should be ready to trade no later than 9.30 a.m. Please do not vacate your stall before **3 p.m.** unless by prior arrangement or if all your produce is sold. If you have your own stall you may trade later than 3 p.m. if you wish.

If you are using one of our gazebos:

- It will be ready for you by 8.30 a.m. (an earlier set-up time may be possible **by prior arrangement**).
- Our gazebos are 3m x 3m or 3m x 2m and come with one or two tables if needed along with sides and weights or ground kits as appropriate.
- Please bring your own clothes and chairs. Banners and signage within reason are fine.

If you are bringing your own stall or vehicle:

- You can set up at any time once we are on site (please contact us for more information).
- Stalls should be capable of standing safely on a hard surface (we may have weights available but it is much better if you have your own).
- You are responsible for erecting and dismantling stalls in a safe and timely manner.
- We assume stalls are a maximum of 3m x 3m. If they are bigger than this, please contact us.
- Vans/caravans etc. can often be accommodated – please contact us to discuss.

INSURANCE

You must have public liability insurance cover; if you are trading regularly, you should have your own. We recommend membership of the National Market Traders' Federation, which includes insurance.

TRADING TERMS

We aim to provide a quality market with predominantly handmade goods. Therefore, with the exception of charitable organisations, we request evidence that most products for sale have been produced by the stall holder.

There is usually no electricity supply provided but we are happy to talk about you bringing a generator.

Acceptance of applications will be at the sole discretion of Sedbergh Artisan Market and will be based on the information supplied by the applicant. We reserve the right to reject applications without entering into further correspondence and all decisions are final.

Stall hire and position is at the sole discretion of Sedbergh Artisan Market.

Stalls must not be transferred, sublet, franchised or sold to any other person but two traders can share a stall if we agree to it. A charitable or community organisation can book a stall and will be treated as one trader for the purposes of booking, invoicing, etc.

We do not charge any commission on sales.

Sedbergh Information Centre & Howgills Bookshop.
Jan 2022