



Information for Exhibitors

Applications are invited for stalls at the 19th Narberth Food Festival on Saturday 23rd September (10am-6pm) and Sunday 24th September (10am-4pm).

We are a not-for-profit event run entirely by volunteers. Gate fees are low, with free entry for under-18s, and chef demonstrations, musical entertainment and children's activities are all free – maximising available customer spend. In 2016 we attracted over 6500 visitors.

Inside stalls

The main marquee, housing chef demonstrations and children's activities, is fully boarded. Stalls come with a table and two chairs as standard and all back on to a tented wall. A supplement is charged for corner stalls (providing extra frontage) and for electricity.

Outside stalls

No cooking is allowed in the marquee: outside pitches (tarmac surface) are available for those wishing to cook. Electricity is available for a supplement. **No tentage** is provided.

Pricing

All stalls offer 3 metres depth and are priced by frontage, based on £160 for 2 metres.

Selection process

Space is always over-subscribed: to ensure quality and variety some applications have to be refused.

We welcome applications from

- Local & Welsh food and drink businesses

- Small & medium size independent enterprises

And, space permitting,

- High-quality non-Welsh businesses

- Food-related businesses – eg cooking equipment, cookery books

We do not accept craft stalls or sweet stalls. We are unable to accept stalls selling alcoholic drinks by glass or open container. Tea, coffee and other hot drinks cannot be sold unless listed on the Expression of Interest form

MARCH Forms downloadable, applications open

- Applications must be accompanied by payment in full via BACS

- NB Applications at this stage are NOT decided on a first-come, first-served basis

MAY 12 Deadline for initial selection

JUNE 1 Initial decisions notified: acceptance, rejection, reserve list placement.

- Applications after this date must be accompanied by payment in full via BACS and will be decided on a first-come, first-served basis.

AUGUST Joining instructions circulated

*For questions about the application process, please e-mail
stallholders@narberthfoodfestival.com*

For general enquiries about the festival e-mail info@narberthfoodfestival.com

Size:	Date:
Inside: Outside	Corner:
<i>Office Use</i>	



Electricity:	Amount:
BACS ref.	NFF ref.:
<i>Office Use</i>	

Expression of Interest Form

Business Name:

Address:

Website: Email:

Contact Name: Contact Number:

Facebook Page: Twitter:

Remember to follow @NarberthFood on Twitter or Like us on Facebook!

Product range outline (for use in our publicity 10 words max):

.....

Product range specifics (Please give full details, including awards—essential for our selection process):

.....

.....

(NB To avoid too much duplication we may have to restrict which products you can sell.)

National Food Hygiene Rating 1 2 3 4 5

Stall Preference:
Please circle your stall size and optional extras, add up the values and place in the **Total** box.

STALL	INSIDE	OUTSIDE
2m Frontage	£160	£160
3m Frontage	£240	£240
4m Frontage	£320	£320
<i>Optional Extras</i>		
Electricity	£35	£35
Corner Frontage	£40	N/A
Total	£	£

Gas and Electrical Appliances:

All appliances must be safety tested and evidence of this must be provided upon request.

NB *Bringing extra unlisted items can cause interruptions to our power supply at considerable inconvenience to stallholders and others. A check will be made against the list you provide. Please attach separate sheets if necessary.*

Please list **ALL Electrical and Gas Appliances** individually below:

Electrical Appliance	Power consumption in amps/watts	Date PAT Tested

Gas Appliance	Date Safety Tested

Are you a recently established Welsh food-based business? We offer a limited number of pitches at heavily discounted rates to suitable Start-Up businesses. Before applying, please email stallholders@narberthfoodfestival.com to check your eligibility.

Comments:

Checklist:

- I have completed the Expression of Interest Form in full and understand the application process.
- I have suitable Third Party Insurance Cover.
- I have made the relevant BACS Payment to ***Narberth Food Festival - Barclays Bank***
Account Number 10710857 Sort Code 20-37-82

Your BACS payment details: ***Please use your Company name in the BACS payment reference.***

Payment Reference: Payment Amount:.....

I understand that no application will be considered without payment in full by BACS.

Signed: _____ Date: _____

Please return your completed form to **Narberth Food Festival** by post to:
Emily Wiggans, Yr Hen Parlwr, Login, Whitland, Carmarthenshire, SA340TJ
Or email to stallholders@narberthfoodfestival.com

For general questions please email info@narberthfoodfestival.com Thank you!