



DURHAM REGATTA

Trade Stand Application Form Durham Regatta 2018

In order for us to consider your request for a trade stand at Durham Regatta, please complete the details below as fully as possible.

Contact Details			
Organisation:			
Address:			
		Postcode:	
Contact Name:			
Daytime Telephone:		Mobile:	
Fax:		Email:	
Trade Stand or Exhibition Information			
Type of Stand ¹			
Day(s) Required ²	Saturday	Sunday	Saturday and Sunday
Space Required ³			
Special Requirements ⁴			
Additional Information ⁵			
Local Authority Reg No. ⁶		No. Entry Passes Required ⁷	
Notes			
1. Please provide information on the nature of the items or activities you wish to trade or exhibit.			
2. Please state whether you wish to trade or exhibit on the Saturday, Sunday or both Saturday and Sunday. Please note that due to access requirements, there will be no vehicular access to the Regatta Enclosure between 07.45 and 19.00 on Saturday 9 and Sunday 10 June 2018.			
3. Please state the pitch size required in metres (length, width, height). Please note that the Regatta is unable to guarantee a specific location within the Regatta Enclosure.			
4. Please state any special requirements. We may be able to arrange marquees / gazebos for an additional fee, however, unless specifically arranged at time of booking, the Regatta is unable to provide electricity, gas, water or any other source of fuel. Please also note that we are unable to guarantee provision of any specific requirements.			
5. Please use this space to provide any additional information that you feel may be useful to your application.			
6. Please state your local authority registration number.			
7. Access to the Regatta enclosure is restricted to permit holders, competitors and ticket holders only. Public access is via an admission fee as detailed on the Regatta web site. If you require more than four entry passes, please contact the Regatta Secretary to discuss this requirement.			
Please tick to confirm you have provided the following items with your application:			
<ul style="list-style-type: none"> • Risk Assessment provided • Public Liability Insurance document provided • Public Hygiene document provided (if required) • Relevant safety certification provided 			
Durham Regatta can also offer sponsorship, and advertising opportunities. A 25% discount on race sponsorship and programme advertising is available to those trading at Durham Regatta. If you would be interested in sponsorship or advertising at Durham Regatta, please tick here.			
Signature:	Date:		

Upon completion of this form, please return via email or post, together with other documentation as detailed in the attached letter. The deadline for receipt of all applications is Friday 30 March 2018.