

DERBY PRIDE 2010

Stalls Application Pack

Thank you for your interest in booking a stall at Derby Pride 2010. This years event will be held on the Saturday 10 July 2010 between 12 and the new later time of 8pm at Bass Rec Ground, Derby City Centre.

The aim of the Derby Pride Committee is to put together a funday that embraces all LGBT communities and there families and provide a fun, safe ,proud day.

We are hoping to attract around 6,500 visitors to this years Pride and have learnt from previous prides we have organised, the very popular family zone will return along with the market and community area, bar, food stalls and entertainment.

This pack contains all the information you need to make your booking. Please read through this pack, including the Stallholders Agreement before making your booking. Please complete this application pack using black ink and block capitals, supplying all information where requested in order for your booking to made efficiently. When complete, please return pages 2 and 4 of this pack by post, along with full payment and deposit to the address given before 20th 2010 .When this pack has been received, your booking will be confirmed by email after the closing date.

You will be emailed set up times and further information on the day just after the 29th June.

Please note due to the location of Bass Rec we can only provide parking at the back of the site and this cannot be accessed until after 8.10pm.

Derby Pride

Stallholders Agreement

- All stallholders must agree to and follow the rules set out in this document.
- Bookings will only be made according to the requests made in this pack and cannot be changed on the day. If you need to change your booking, you should contact the Stalls Co-ordinator by email before the 20th June 2010.
- The deadline for all bookings is 20th June 2010 unfortunately bookings made after this date cannot be guaranteed and may not be accepted.
- If you decide to cancel your booking less than 8 weeks before the event Derby Goes Pink reserve the right to retain your fee to cover admin/hire costs.

Your Stall

- Please ensure all items on your stall are appropriate for DGP, ie, not depicting any homophobic, heterophobic, racist imagery etc.
- Items forbidden for sale are alcohol, drugs, room odorisers (poppers) and weapons including guns and knives. Sale of these items may result in you being required to leave the park. Adult products are allowed, but due to the family oriented nature of Derby Pride, these must be in a separate section at the back of the stall (you may need to book extra space) and not clearly visible from the front or passers-by.
- Derby Pride cannot accept any liability for any injury, personal or business loss that occurs as a result of your attendance of the event.
- All Business booking at Derby Pride must hold public liability insurance (Proof must be available for inspection if necessary)
- You must not exceed your allotted pitch, encroach onto the pitch or stall on either side or into the aisles as you may be asked to move.
- If power is required you will need to supply your own diesel driven generator, which must comply with Derby City Council's safety requirements.
- In the event of cancellation by you due to bad weather Derby Pride reserve the right to retain your booking fee.

On the Day

- You may set up your stall after 9.30am, and may bring cars or small vans onto the park in order to unload. All vehicles must be off the park by 11am.
- Derby Pride cannot guarantee specific parking facilities but we will do our utmost to provide parking for stallholders. Those requiring to keep their generators on site must confirm this on the booking form indicating why it is necessary for them to do so.
- Access roads within the park are narrow and can only accommodate vehicles up to transit van size, and must be kept clear at all times.
- Upon arriving at the park please report the Stalls Co-ordinator to register your arrival before continuing to set up.
- You may clear your stall at any time, however vehicles are not allowed on the site until after 8 pm when the event is officially over.
- Please help DP by cleaning up the area around your stall and taking your waste with you, or leaving tidily tied in the provided bin bags/.skips Park Authorities will now charge for litter collection.

Organisation Name: _____

Signed: _____

Date: _____

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Price List

The price of your stall or pitch varies according to the type of business or organisation attending.

The layout of your pitch can consist of either an empty pitch (Size of 3 metres), 3x3 metre stall or 6x6 metre stall. Side Panels £15 each

Tables 6ft Long, £8 each , Chairs £3 each

Unfortunately we cannot provide power supplies due to the nature of the location.

	Standard Pitch Price
Large Commercial 6metre x6metre	£175
Small Commercial 3 metre x3 metre	£125
Catering Stall Food and non-alcoholic drink	£155
Voluntary Organisations Charities, Groups, Societies etc	Free if space only, £100 for stall built.
Funded Organisations Unions, Service Providers etc	£100

Please pay your fee into the following account when returning your form.

If you require a receipt please email shaun@derbypride.org.uk

Please keep this page for your records.

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Booking Form

Your Details:

Organisation Name: _____
Name: _____
Address: _____
Town: _____
County: _____
Postcode: _____
Phone Number: _____
Email Address: _____

On the day:

Contact person on the day: _____
Contact number on the day: _____

Your Required Stall:

Organisation Type: _____
Pitch Required: (Please Tick) 3'x3' 6'x6'
 Empty Pitch - Size Required: _____ x _____
 Catering Pitch - Size Required: _____ x _____

Special Requirements: _____
Continue on the back of
this sheet if required. _____
e.g generator on site _____

Payment:

Total cost of stall: £_____ Stall Cheque Enclosed? Yes No
Deposit Cheque Enclosed? Yes No
Return Deposit to: Name and Address as Above Different from above:
Name: _____
Address: _____
_____ Postcode: _____

Signed: _____ **Date:** _____

Derby Pride

What's Next?

Now that you have completed the Booking Form, please send page 2, the Stall Holders Agreement (signed and dated), and page 4, the Booking Form by email to shaun@derbypride.org.uk or posted to

Stalls Coordinator

Derby Pride

Derbyshire Friend

The Pavilion LGBT Centre

2-3 Friary Street

Derby

DE1 1JF

Please make cheques payable to Derby Pride .

Once this has been received, you will receive an email confirming your booking, along with an electronic receipt. Closer to the event, another email will be sent to you with further information such as your stall location, maps and how to reach Bass Rec. *All bookings must be made before 20th June 2010*

If you have any queries regarding your booking, or if you need to change your booking, please email the Stalls Co-ordinator at shaun@derbypride.org.uk

See you at DP!