



Community Stall Holders Booking Form

GENERAL INFO

We want to promote greater inclusion and integration in Wirral. We'd like to do this by showcasing what Wirral has to offer and all the great things that anyone can get involved in if they'd like to. One Wirral 2019 will be a great opportunity for you to promote what you do to a wide and diverse audience.

Pitches are available to community organisations such as charities, social enterprises, activity providers and community groups – basically any organisation that offers something to the local community. We want you to come along and promote your activities and opportunities to the people of Wirral. There will also be opportunities for some organisations to showcase what they do via performance areas and workshop spaces. You can request a performance/ workshop slot on the form overleaf.

CHARGES

Non-profits - Pitches will be free to local charities and other non-profit organisations but we will require a £35 refundable deposit to secure your pitch.

Local businesses – The fee for local businesses will be £35 for a standard pitch.

APPLICATION

Pitches will be allocated on a first come, first serve basis. Please note that your pitch is not confirmed until you have received notification from us.

If you are successful we will invoice you within 7 days. If payment is not received within 7 days from the date of the invoice we have the right to withdraw your booking confirmation and re-allocate your pitch.

Further Information

We will send you further information nearer the event date, to include set up/ close down requirements and a site plan showing your allocated pitch and other important information.

If you require further information in the meantime, please contact Wirral Mencap on **0151 666 1829**.

One Wirral 2019 - Saturday 17th August
 Birkenhead Park
 11am – 4pm

Wirral's Unique Diversity and Inclusion Festival!



DATE FORM COMPLETED	
NAME OF ORGANISATION OR BUSINESS	
REGISTERED CHARITY NUMBER (If applicable)	
FULL NAME OF CONTACT	
ADDRESS	
TELEPHONE NUMBER(S)	
EMAIL	
WHAT DO YOU OFFER TO THE LOCAL COMMUNITY? (Please outline any services, clubs, activities or voluntary opportunities)	
WHAT WILL YOU BE DOING ON YOUR STALL (e.g. Promoting opportunities, fundraising etc)	
TELL US ABOUT YOUR STALL SET-UP (e.g. Size of gazebo, tables etc)	
WOULD YOU BE INTERESTED IN A PERFORMANCE/ WORKSHOP SLOT? (Any workshops/ showcases must be risk assessed and a copy of the assessment produced on request)	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide details of what you would like to showcase:
PLEASE SIGN HERE TO CONFIRM THAT YOU HAVE VALID PUBLIC LIABILITY INSURANCE IN PLACE AND THAT YOU HAVE READ AND AGREE TO ADHERE TO THE EVENT TERMS AND CONDITIONS.	Signature..... Please print name.....
PLEASE RETURN THIS FORM TO: WIRRAL MENCAP, 42-44 MARKET STREET, BIRKENHEAD, CH41 5BT or INFO@MENCAPWIRRAL.ORG.UK	