



2018 SPONSORSHIP & STALL BOOKING FORM

This year's weekend of events will be held over the weekend of 29th June 2018. We hope that you will join us and support the Street party, Lindley Carnival, Lindley 10k and the local community in Lindley.

Bookings can only be accepted with this form and a cheque made payable to "Lindley Community Group".

Carnival Stalls will be allocated on a first come, first served basis and after it has been accepted by the committee.

ORGANISATION NAME			
ADDRESS			
CONTACT NAME			
TELEPHONE		E-MAIL	

Option 1: Community Group Sponsor £500 (Street Party, Carnival & Lindley 10k)

Your name/logo on all Carnival publicity, a stall on the day, full page advertisement in the programme, logo on Lindley 10k t-shirt, your banners at start/finish area of Lindley 10k. Including additional publicity opportunities.

Option 2: Community Group Official Partner £250 (Street Party, Carnival & Lindley 10k)

Your name/logo on all Carnival publicity, a stall on the day, full page advertisement in the programme, logo on Lindley 10k t-shirt.

Option 3: Advertising in the community weekend programme (A5 size)

Full Page £100

½ Page £60

¼ Page £30

Advertisement image to be sent to: info@lindleygroup.org.uk before June 15, 2018

Option 4: Carnival Stall

Number of stalls:

Charity Stall £25

Commercial Stall £50 (Plus a donation from takings on the day)

Unfortunately we are unable to provide tables or chairs for your stall, you must provide your own gazebo and resources that you require.

Option:	Total cost of booking	
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Please send your booking form and cheque made payable to Lindley Community Group to:

Lindley Community Group, c/o Lindley Library & Information Centre,
Lidget Street, Lindley, Huddersfield HD3 3JP

Lindley Carnival – Stallholder Health & Safety Declaration

Please complete **all** sections and circle the appropriate response to all questions before returning the signed declaration with the booking form and cheque. It is recommended that you keep a copy for your own records.

Schedule 1

Please confirm that you hold current and suitable public liability insurance YES / NO (This is mandatory)

Schedule 2

There is no power supply on the site and any power required must be supplied by diesel-fuelled generators. You are responsible for supplying your own generator, if required.

Will you use your own electrical equipment? YES / NO

If yes, please list all electrical items including any generator:

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Do you have and can supply a current Electrical Safety Certificate for such items? YES / NO

Will you be providing Fairground apparatus? YES / NO

Do you have and can supply a current Certificate of Safety and Fitness for such apparatus YES / NO

Schedule 3

Will you be providing your own Fire fighting equipment? YES / NO

Schedule 4 (Operator Requirements)

Are Operators of adult rides and devices 18 years of age or older? YES / NO

Are Operators of slow-moving devices and stalls 16 years of age or older? YES / NO

Have all operators received appropriate training prior to operating any ride or stall? YES / NO

Do all operators have full knowledge of the function of all normal and emergency operation controls and of the proper, safe use of the device? YES / NO

Schedule 5

All electrical equipment exposed to weather will be suitably protected YES / NO

All installations / generators will be fitted with Earth Leakage Circuit Breakers and Earth Spikes YES / NO

Cables will be routed so that they will not cause a tripping hazard or to be crushed by vehicular traffic

YES/NO

Armoured cabling will be installed for hazardous voltages e.g. those causing electric shock if damaged

YES/NO

Schedules 6

Please confirm the approximate dimensions of any marquee, gazebo, tent, stage or temporary seating to be erected on site:

Item:	Item:	Item:
Length	Length	Length
Width	Width	Width
Height	Height	Height

Please confirm the structural calculations of any stage or temporary seating to be erected on site:

Tent fabrics together with materials and drapes or linings used in conjunction with any temporary structures will be flame retardant (to BS 5438 and 7157).

All structures will be erected to the manufacturer's guidance, complete and free from defects. They shall be capable of withstanding strong/gusting winds (sturdy ground pegs, and sand bags are recommended). All stakes/pegs and guide ropes used for securing marquees/tents will be adequately protected in areas that are accessible to the public.

The Organising Committee must be informed of any extra equipment, devices or appliances to be use in connection with the event which is not identified above. A limited amount of additional ground pegs, rope, safety tape, sand bags will be available on the day and must be returned in good condition at the end of the day. A donation is requested for the loan of such equipment.

We confirm that the above details are correct to the best of our knowledge

Organisation Name:

Authorised Signatory Name: Signature..... Date.....

Please note - the Organisers are unable to provide assistance with the setting up of your stall, marquee, gazebo, tent, stages, attraction and/or temporary seating. However, we will advise on any issues that may affect the safety of the general public and/or where the set-up is deemed not to meet the requirements of a safety inspection.