

2012 BOOKING FORM

please print this form.



PORTHLEVEN
HARBOUR MARKET

Bookings taken from 1st January 2012.

Book early to avoid disappointment.

- Trading days are Tuesday, Thursday and Sunday each week commencing 9th April 2012 to week commencing 29th October 2012.
- Please ring to check availability before booking - Contact 01326 574 270.
- Only one stall per trader per week is bookable in advance.
- For all new Harbour Market Traders, a minimum of 2 markets must be booked and paid for in advance.

Seven oak pergola pitches (stalls) are provided to traders by Porthleven Harbour and Dock Company, on the Harbour Breageside. Overall size is 3.3 metres x 3.3 metres. Public Liability is covered. Specific Pitches cannot be reserved.

Additionally, there is space at the Breageside end of the Harbour Head for up to 20 gazebo pitches on Tuesdays and Thursdays. These may be booked in advance and spaces will be allocated on a first come, first served basis. You must provide your own gazebo.

Cost of Stalls (+ £2 for electricity per market) and Gazebos

| | 10 April - 27 May | 28 May - 8 July | 9 July - 10 Sept | 11 Sept - 01 Nov |
|----------------------|----------------------|--------------------|---------------------|---------------------|
| Sundays | £12 | £16 | £21 | £12 |
| Tuesdays & Thursdays | £12 | £16 | £21 | £12 |

Your Name Trading Name

Type of Business

Address

Phone number Mobile Number

Email

Website

DATES PREFERRED (NB: Ring to confirm dates before booking 01326 574 270).

I would prefer a Harbour Market Pitch (stall) £

I would prefer a Harbour Head/own Gazebo pitch £

I would prefer a Tuesday /Thursday /Sunday (Please choose), on the following dates:

| | |
|-------------|-----------------|
| April | August |
| May | September |
| June | October |
| July | November |

I would like rent to incl. electricity @ £2 per socket (only available on oak pergola stalls)

I would like rent to include car-parking @ £1pd
(only applies during July/August)

Total number of markets

Cheque enclosed for

Cheques payable to: Porthleven Harbour and Dock (Markets).

Please send cheques with a signed copy of this form to:
Porthleven Harbour Market, Celtic House, Harbour Head, Porthleven, TR13 9JY

NB: Bookings are confirmed by payment. Please confirm that all dates are correct. Booking confirms that you have read and agree to abide by the Rules and Regulations.

Signature Date:

Rules and Regulations

- 1.All Stalls and Gazebo pitches will be allocated by the Market Manager with preference given to those requiring electricity and must be **paid for in advance**. If 1 market a week is being booked, payment **MUST** be made a month in advance, or for a month's bookings. If 2 markets a week are booked, payment **MUST** be made for 2 weeks' markets, and if 3 markets a week are booked payment for a week in advance **MUST** be made. Priority will be given to regular traders as far as possible, but specific pitches cannot be reserved and only one stall per trader, per week is bookable in advance.
2. Traders are required to provide their own table and display, which must be free-standing with **no fixings made to the pergolas or stalls**, and any damage by individual traders must be paid for immediately. Stalls must allow room for customers to get off the road to view merchandise.
3. The Market operates 10.00 – 5.00. You may arrive to set up from 8.00am and no vehicle may **at any time** block the road. All vehicles **must be cleared** from Breageside and the Harbour Head by 10.00am. Traders must not pack away until the market finishes at 5.00 pm unless the decision to finish early is taken by the Market Manager due to poor weather conditions.
4. Pitches must be thoroughly cleaned at the end of each trading day, with **all rubbish and debris removed by traders**. Do not use the public litterbins. Displays and tables must not intrude into the roadway or overflow into any other space.
5. It is the responsibility of all food producers to observe Environmental Hygiene Regulations (advice is available from Environmental Health Officer, Mr. Malcom Ball on 01209 614187).
6. All stalls & gazebos **must be paid for in advance**. No refunds or exchanges are available.
7. In the event of bad weather the decision to cancel will be made on the day at 9.45am by the market manager, and payment will be carried over to the next market. (Weather conditions can differ in Porthleven from surrounding areas.) Any traders who do not turn up when a market runs will not have their payment refunded or carried over.
8. Bookings are at the discretion of the Market Manager who is responsible for a good distribution of stall type, arrangement or rearrangement of trading days and times, and the harmonious operation of the Market for the benefit of everyone. The Booking Manager may cancel bookings with no refund if Porthleven Harbour Market Rules and Regulations are not abided by.
9. These Rules and Regulations are subject to change.