
DUNSHAUGHLIN HARVEST FESTIVAL

Food & Craft Market

Saturday 29th & Sunday 30th September 2018

This will be the eight year the Dunshaughlin Harvest Festival will be operating and would like to thank you all for your support over the years. We are now welcoming stall bookings for the Food and Craft Market. Trading will commence from 10am – 6pm daily to the public on Saturday 29th September and Sunday 30th September 2018. The fee is €60 per day. If you wish to book a stall download the booking form at www.dunfest.com and return it with your booking fee of €60 as soon as possible to secure your place. Due to the high profile of this event, early booking is recommended as spaces are limited. If you would like any further information please contact :

Mary Downes by phone on **0863845311**
streetmarket@dunfest.com

Completed Booking Forms along with the booking fee should be forwarded to:
streetmarket@dunfest.com Att: Mary Downes/Maria Kenny

Exciting New Venue

We are pleased to announce that this year's Dunshaughlin Harvest Festival will be held in the Dunshaughlin Community Park. This will provide a central focal point for activities such as top class professional musicians, drama, comedians, pub entertainment, heritage talks and walks, community street theatre, top quality food markets, exhibitions and a host of unusual fun events, this is a unique opportunity to be involved and benefit from this event.

Last year's event was an amazing success with an average footfall of 7,000 people visiting the village daily. This year will be better and the plan is to deliver a fantastic fun-filled family event, packed with original and diverse entertainment within a centralised safe environment.

We look forward to you joining us at this year's exciting new venue. It is a great opportunity to market your product to the local community and visitors attending the Dunshaughlin Harvest Festival.

Yours sincerely

Mary Downes
Street Marketing Manager

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Information for Traders 2018

- Trading will take place on Saturday 29th and Sunday 30th September from 10:00am to 6pm daily.
- All traders must carry their own Public/Employee and Product Liability Insurance. A copy of same must be returned with the completed application form.
- All traders must submit their HSE Cert with application form.
- Each Trader should provide their own cover/canopy and necessary equipment for displaying produce.
- All Traders should arrive in plenty of time to setup their stall.
- The designated number chosen by each trader upon application and full payment, is where the trader sets up on the day. All plots will be visibly marked with the appropriate number to ensure all traders comply with these arrangements.
- Traders will supply their own generators for electricity.
- Traders wishing to avail of Plots 33 to 54 must supply their own mats for the ground as this is a grassed area and must be protected.
- All litter/waste generated by each stall must be removed at the end of each day and disposed of appropriately. Area must be kept clean throughout the hours of trading. Leave no trace.
- All traders must unload from the roadside. Ensure that they have their own assistance to load/unload their vehicles.
- The Trading Fee per day is €60 based on a standard stall size of 3.0m x 3.0m. Market will open rain or shine, no refunds due to adverse weather conditions.
- Bookings will be accepted upon receipt of completed booking forms and full payment. Successful applicants will be notified and receipt issued once payment has been received in full. In the event of the market being oversubscribed by similar commodities, the festival committee reserves the right to select the traders as it deems necessary for the overall aesthetics of the event.
- No vehicles to be parked on the roadside at any time during the event.
- There will be no vehicles allowed in the proximity of the venue after 9.30am, it is advisable traders park at the Pastoral Centre on the day which is approximately a 5-10 min walk.

- **NO VEHICLES PERMITTED WITHIN THE PARK CONFINES UNLESS AUTHORISED.**

DUNSHAUGHLIN HARVEST FESTIVAL

Business Information

Name of Business:

Contact Name:

Address:

Tel No:

Mobile No:

E-mail Address:

Website:

Business Type:

Type of Goods for Sale: (Food, Crafts, Baked Goods, Meats etc)

N.B. enclose HSE DOCUMENTATION if selling food.

Insurance Co: Policy No:

Expiry Date:

Size of Stand:

Include Picture of Stand

Choose the day or days you would like to attend. Fee is E60 per day (3.0m x3.0m stall).

Saturday 29th September: Yes No

Sunday 30th September: Yes No

RETURN COMPLETED APPLICATIONS FORMS WITH FOLLOWING INFORMATION (checklist)

1. A booking fee of e60 per day (stall size approx 3.0m x 3.0m).
2. Include a copy of public and product liability insurance
3. HSE documentation
4. Picture of market stall.
5. State date you will attend.

If you would like further information please email: streetmarket@dunfest.com
or call Mary Downes on 0863845311

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OFFICE USE ONLY

FEE RECEIVED: YES / NO

RECEIPT NO ISSUED:

DATE:

SIGNED BY:

HSE DOCUMENTATION: YES / NO

INSURANCE DOCUMENTATION: YES/NO

PHOTO: YES/ NO

