



PLEASE COMPLETE THIS FORM TO MAKE AN APPLICATION TO TRADE AT AFROPARK FEST 2025

Please note that this document does not constitute a binding contract. Once AfroPark Fest has received all paperwork, only then will a contract with Terms and Conditions be issued.

Please take care to ensure you have completed **ALL** the relevant information requested and continue on separate sheets if necessary. We won't be able to consider your application until we have received everything we need from you, this includes documentation such as insurance, etc.

NB: No pitches will be offered without presentation of current documentation. Any documentation which will renew prior to the event must be emailed to us as soon as the updated documents are available.

By submitting a trading application, you agree to the Terms & Conditions for traders. Please find this on the vendors page on www.afroparkfest.co.uk

All applications must be submitted by **Thursday, 31st July, 2025.**

All payments must be made **in full** by **Monday, 4th August, 2025.**

APPLICATION FORM

Trading Name:

Registration and Contact Details :

Name of Stallholder:

Name of business, as registered with local authority :

Name of local authority :

Have you previously had a food hygiene inspection? YES / NO

Address at which the business is registered :

Correspondence address (if different from above) :

Telephone / Mobile :

E-mail:

Website and any social media pages :

Please summarise what you sell :

Does your pitch require power?	YES / NO
Electricity requirements: Please outline your electricity requirements. Please note: access to electricity will cost £100	
Will you have your own power supply? Please note - WE DO NOT ALLOW YOU TO BRING YOUR OWN GENERATOR ON SITE. Please consider options such as solar, etc	YES / NO
If you require power and dont supply your own, what connection do you need? (if any) 16 Amp - 1 Connection 16 Amp - 2 Connection 16 Amp - 3 Connection 16 Amp - 4 Connection 32 Amp - 1 Connection 32 Amp - 2 Connection 32 Amp - 3 Connection 32 Amp - 4 Connection ALL OUR TRADERS REQUIRING ELECTRICITY MUST BRING A 40 METRE 16 OR 32 AMP CABLE TO PLUG INTO OUR DISTRIBUTION BOARDS. IF IN DOUBT OF WHAT IS REQUIRED, PLEASE EMAIL - vendors@afroparkfest.co.uk	
Gas Safety Certificate: (Traders using mobile gas appliances). Please confirm if you will be bringing your own gas supply.	

Pitch Requirements :

Pitch size required: <i>(This is the pitch size, NOT your frontage/structure size. Be sure to include all space required for preparation including equipment, guy ropes, pegs etc. Max pitch size is 6m wide x 3m deep)</i>	
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Type of pitch (i.e. Van, trailer, marquee, Food Concession, Market Stall (Pre Packaged Food Items), Market Stall (No Food)). NON FOOD TRADERS - you don't need to list every single item, but please include main items and % of stall dedicated to items- eg 75% clothing, 25% facepainting	
Pitch width in metres	
Pitch depth in metres	
Stall width in metres	
Stall depth in metres	
Do you want to use the free staff parking at Campbell park? <i>(Please provide vehicle registration)</i>	

NB:

Plastic waste:

We require all traders to use biodegradable cutlery, no plastic straws, recyclable cups (paper) and to separate recyclables where possible, as we aim to cut down the amount of plastic on site.

Trader Checklist

The following documents must be included with the application (where applicable to your business), in order for the application to be considered:

A valid copy of your Public Liability Insurance. This must state renewal date, policy number and level of cover. (All Traders)	
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A valid copy of your Employer's Liability Insurance. This must state renewal date, policy number and level of cover. (If appropriate)	
A copy of your Food standard inspection report / Local Authority 'Star Rating' Certificate and food hygiene certificate	
PAT test certificate or electrical systems certificate (All Traders)	
If using LPG, a copy of your electrical, gas and LPG installation compliance certificates for all relevant equipment issued within the last 12 months. These can be obtained from qualified electricians and Gas Safe www.gassaferegister.co.uk/	
Health & Safety Risk Assessments (Including Fire, Food Safety and LPG storage if applicable.	
Health and Safety Policy Document (required if you employ 5 people or more)	
HACCP Assessment (Hazard Analysis Critical Control Points)(Where appropriate)	
Risk Management Plan (Including fire risk & structural instability risk) (All Traders)	
Written food safety management plan (Food Traders)	
Proof that the business is registered with the environmental health office in the area where you operate (Food Traders)	

In order to receive your refund for the bond fee in a timely manner, please complete the below form.

Full Name:
Business Address:

Bank Details

Account Name:
Sort Code:
Account Number:

THANK YOU FOR YOUR INTEREST IN AFROPARK FEST!

If you require any further information about the trading opportunities available, please contact vendors@afroparkfest.co.uk

Data Protection

Your application data will only be used within the Festival office for the purpose of assessing suitability for trading at AfroPark Fest and will be held by us for a maximum of 7 years. Your details will not be shared or sold to any other third parties. If you wish for us to delete your data after the 2025 Festival, please email vendors@afroparkfest.co.uk