



PINEHAVEN SCHOOL FAMILY DAY STALL HOLDER REGISTRATION FORM

Stall Holder:

Contact Name/s:

Trading Name (if applicable):

Phone Number: Cell phone:

E-mail:

Website/Facebook Page:

Street Address:

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Postal Address (if different):

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Description of Goods for Sale (e.g. children's clothing and toys, NZ made, handmade etc):

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It is acknowledged that my/our participation in the Family Day is entirely at my/our own risk in all things for which I/we absolve the organisers from liability. (Please sign to confirm you have read this).

Signed: Date:

PAYMENT DETAILS

Number of Sites Required (3.5m x 3m):

Please send your completed registration form with cheques made out to 'Pinehaven School Family Day' to: Pinehaven School, c/o Family Day Coordinator, Forest Rd, Upper Hutt

Alternatively you can make a direct bank deposit (details below), and send your completed registration form to: pinehavengala@gmail.com

Bank account details are ASB 12-3140-0337477-01, please include your contact name as reference.

CHARGES, DISCOUNTS & REFUNDS

The Pinehaven School Family Day will take place on **Saturday, November 10th, 2018**. Vendors retain all profits from their stalls.

Registration Fee: Single site \$30 per site. (Sites approx 3.5m wide x 3m deep)

Power: There will be no power available to sites.

Trestle Tables & Chairs: to be provided by the vendor. Please contact us if you are unable to provide your own trestle table or chair, we have a limited number available to hire for a small fee.

Gazebo (or other similar): to be provided by the vendor. Please contact us if you are unable to provide your own gazebo.

Cancellations/Refunds: Cancellations with refunds requested before 12 October 2018 will incur a \$10.00 administrative charge. No refund is available for cancellations after 12 October 2018.

TERMS & CONDITIONS

1. This application is subject to acceptance, which depends on availability of a suitable site.
2. Your payment must accompany your application.
3. The organisers reserve the right to refuse any application and/or put conditions on the hire of a site.
4. Stall sites are not transferable without the prior approval of the organisers.
5. No reductions will be given due to inclement weather or other circumstances beyond our control.
6. Set up commences at approx 8:30am on the day.
7. There will be parking available in the vicinity, vendors are asked to please respect the needs of local residents and ensure vehicles do not block driveways.

PLEASE NOTE: Food, beverages and delicatessen items may not be sold from these stalls unless arranged prior with the organisers.

OFFICE USE ONLY

Cheque enclosed for: \$

Date Received:

Bank deposit of: \$

Date Received: