



23 - 30 June 2018

Community Participation Form

Name of group			
Contact name			
Address			
Telephone No.		Mobile	
Email address			

We would like to:

1. Stallholders: I would like to have a stall on **Saturday 23 June 1-5pm** on Chesterton Rec.

- Please enclose a cheque for £10 made payable to Chesterton Festival Committee as a non-refundable deposit to secure your pitch. Stall holders will be asked to donate an additional 10% of any income taken on the day to Festival funds. If this 10% sum totals more than £10, your deposit fee will be subtracted from the final amount owing.
- Please give a brief outline of what your stall/activity will consist of:

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- Please tick this box to confirm you have an appropriate safeguarding policy in place (if applicable)
- Please tick this box if you hope to offer food/refreshments as part of your stall, so that we can send you Cambridge City Council's food safety guidelines and regulations which you would need to comply with.

2. Performers: Put on a 10 to 15 minute display (eg music, dance or other) on the Arena on Saturday 23 June 1-5pm on Chesterton Rec.

Please give an outline of what your arena display would consist of:

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3. Open your Venue/ Put on an event under the Festival Name over the Festival period

Venue name Dates/times of opening

- Please give a brief outline of what your Venue/Event might consist of:

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4. Festival Makers:

- Help distribute publicity
- Help on the day. Please circle which day: Sat. 23 June, Sun. 24 June or other as needed
Approximate times: Morning 8am – 1pm, afternoon 1 – 5pm, Evening 5pm onwards

Please note that you will be responsible for all Health and Safety matters related to your activity, and that Chesterton Festival Steering Group reserves the right to stop any activity which it deems unsafe.

Please return (with your deposit cheque) to Chesterton Festival Steering Committee
c/o Rachel Clarke, St Andrew's Hall, St Andrew's Road, Chesterton, CB4 1DH. **Thank you!**

The deadline for completed booking forms is Friday 11 May 2018