



# WEM SPRING MARKET

Saturday 26<sup>th</sup> April 2025 [9.00am – 1.00pm]  
Stall Booking Form

Name of Company:

List of produce/products that you will be selling:

What %age of the goods that you will be selling does your company produce?

Address:

Contact Name:

Tel.No.:

Mobile No.:

E-Mail:

Web-Site Address:

**Publicity** – Please provide the information that you wish to appear in printed material and on the Internet - description of company and produce:

**Electricity:**

Will you require access to electricity points? [       ]       How many? [       ]

Is your equipment Portable Appliance Tested [PAT]? [       ]

Have you agreed the use of this equipment with the Manager of Wem Town Hall? [       ]

*PTO*

**Public Liability Insurance:**

Please provide a copy of your current public liability insurance certificate. All traders must have a current PLI certificate. Please provide a copy of appropriate certificate, including registration number, if you are a registered market trader.

**Food and Drink suppliers:**

Please list your Food Hygiene rating.

Please tick here [ ] if you are registered with the Environmental Health Services of Shropshire Council. If registered with another council – please write the name and contact details below:

If you are selling alcohol – please supply a copy of your personal licence.  
N.B. the Town Hall is the only site licensed for the sale of alcohol.

**Risk Assessment:** Please list any potential risk(s) to shoppers, market organisers, and your own staff by your display/demonstrations or produce/products.

How will these risks be avoided or contained?

You must adhere to any Covid regulations that may be current at each site.

Market Space required:

|   |                |
|---|----------------|
| I require [ ] table(s) @ £16 per table                          | Cost = £       |
| I require [ ] spaces(s) @ £16 per space (equivalent to a table) | Cost = £       |
|   | Total Cost = £ |

Please rank your preference for the following sites: **Jubilee Square** [ ], **Town Hall** [ ].

We cannot guarantee your preferred site (with the exception of alcohol traders who are sited in the Town Hall).

Please do not make a payment until your booking has been accepted and you have been invoiced. No refunds will take place if cancellation takes place within 4 weeks of the market. Prior to 4 weeks, refunds will be made minus £5 administrative cost.

An application indicates agreement with the Terms and Conditions.

Signed:

Date:

Name:

Position:

Please send completed form, with copy of your PLI certificate and/or any other documentation to:

*Wem Combine Harvesters, c/o Fairfields, Soultton Road, Wem Shropshire SY4 5HR*  
*Queries/Info – e-mail- wemharvest@yahoo.co.uk tel: 01939 235443; Website – www.wemlocal.org.uk*