



MIDSUMMER EVENING Thursday 20 June 2019, 16:00-21:00

INVITATION TO HAVE A STALL / PITCH

Midsummer Evening is a well-established annual event, attracting many visitors to Corbridge, both from the immediate area and further afield. This year a flower festival will be running in St Andrew's Church, adding to the occasion. Local businesses stay open late and in 2018 over 5,000 visitors attended this event. There will also be musical entertainment around the village.

This year for the first time, we are offering a new venue – the **Craft Attic**. This will be situated above the Library / Tourist Information Centre on Hill Street, so will have shelter, power and a table provided. Public liability insurance will not be required, but stallholders should ensure that they have appropriate product liability insurance. Refreshments will be provided for stallholders by members of the Corbridge Youth Initiative. This new site is intended particularly for new smaller craft businesses and is not suitable for food businesses.

You may have read in the press about the rising costs of producing such an event. Northumberland County Council will be charging Visit Corbridge £500 for arranging road closures and is likely to recoup costs relating to traffic management and bin provision. In addition, we now need a dedicated first aid station at a cost of nearly £300. Overall, the costs of running this event will run to nearly £1,800. Therefore, we regret that we have been forced to raise the prices of street food stalls this year and hope you will appreciate the reasons.

Invitations to take a stall / pitch at Midsummer Evening go out in batches, giving priority to businesses who have been loyal supporters of our event.

If you would like a stall / pitch at the event, please return the application form as soon as possible, together with requested documents and make payment by BACS transfer to Visit Corbridge at Barclays Bank, Account 03194337, Sort Code 20-83-73, using your business name as a reference.

We anticipate a higher demand than we can accommodate. Stalls are being allocated on a first come, first served basis, so please respond and make payment **as soon as possible**.

When payment and documents are received, we will send a confirmation email. If you haven't heard from us, please check before attending.

For your information

- Visit Corbridge will publicise Midsummer Evening on our web site, Facebook, Twitter and Instagram and other social media and also in the local press. Posters will be displayed around Corbridge and local businesses will have flyers to advertise the event.
- Midsummer Evening is publicised to be open from 16:00 to 21:00, but in practice may well start earlier, as families often come straight from school. Stalls can be set up from 14:00, but please note that you will be responsible for your stall and any goods at all times.
- We have run a free park and ride service from Tynedale Rugby Club for the last three events and it has been very successful. In addition, we encourage visitors to come by train and bus. Parking will be available at Tynedale Rugby Club with a free shuttle minibus to the Market Place bus stop during the event.
- Please note that the pitches are outside and the space allowed is no larger than 3 metres square for regular stalls and frontage on more than one side cannot be guaranteed. You may wish to bring a gazebo to protect your goods.

- Pitches will be allocated by the organisers on a first come, first served basis unless a specific pitch has been agreed in advance.
- Power sources are not available. If using a generator, please ensure that it is silent. However, we have sourced good battery lights that last up to three hours and can pass on details if you are interested.
- The appropriate payment must be made by BACS transfer to Visit Corbridge at Barclays Bank, Account 03194337, Sort Code 20-83-73, using the confirmation reference provided and the name of the business.

Publicity

- Please mention on your own social media and web site that you will be attending Midsummer Evening.
- We will be doing our own publicity on our web site and in social media.

Liz Hagger, Secretary and Treasurer, Visit Corbridge

www.visitcorbridge.co.uk | visitcorbridgeevents@gmail.com | 01434 633046 | 07940 599038

VISIT CORBRIDGE

Application for stall / pitch at Midsummer Evening, Thursday 20 June 2019

Details required

Business name	
Business contact name	
Home / business address	
Contact mobile phone	
Contact business phone	
Email	
Web site URL	
What products will you have on your stall?	
Do you require a table?	

Please tick the boxes to indicate:

- I agree to follow the Visit Corbridge Health and Safety Briefing
- I attach a copy of certificate of public liability insurance for up to £5,000,000 NB if the insurance will be invalid at 20 June 2019, a copy of the renewed insurance must be sent when available
- I attach a copy of a food hygiene certificate (where applicable)
- I have made payment by BACS to Visit Corbridge (Barclays Bank, Account 03194337, Sort Code 20-83-73 – please use your business name as a reference)

Signature: Date:

***** Please note that your application for a stall will not be accepted without the requested documents and payment. *****

Cost of stall / pitch

Street food stalls / vans serving food or drink	£150
Businesses based outside Corbridge	£50
Businesses based in Corbridge	£25
Craft Attic space (no food stalls)	£25
Business members of Visit Corbridge	Free of charge
Voluntary organisations	Free of charge

Please return to Liz Hagger, Secretary and Treasurer, Visit Corbridge on visitcorbridgeevents@gmail.com.