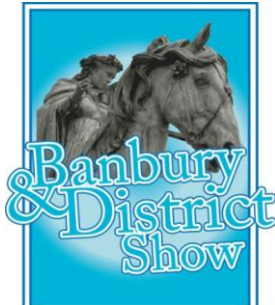


**VISIT BANBURY**

**COMMUNITY INTEREST COMPANY**  
**Community ~ Business ~ Social Action**



**Banbury Town Council**

**Terms & Conditions for Vendors at Health, Well-Being and Fitness Marquee at Banbury District Show – Sun 9<sup>th</sup> June 2019**

*Newly formed, not-for-profit organisation, Visit Banbury Community Interest Company, a collaborative blend of community, business and social action, is proudly partnering with Banbury Town Council to host a Health, Wellbeing and Fitness Marquee at Banbury District Show on Sunday 9th June 2019.*

*We have a town filled with talented professionals in the health and wellness industry, and recognising that we are only a few weeks away, and at relatively short notice, we are seeking enthusiastic and vibrant colleagues to share their information and expertise with our wider Banbury community.*

*The cost of a stall / display space will be £20 per space, and will cover the cost of the required overheads. Any small amount of profit will be recycled back into the community via future projects through Visit Banbury CIC. You will be able to find out more about Visit Banbury CIC and our ongoing plans at the event.*

*We have a 39 foot by 39 foot Marquee, and will have 20 spaces available. Banbury District Show has an average footfall of thousands, and this will be a great space to showcase you and your talents.*

*This is an early event for Visit Banbury Community Interest Company and we intend to hold larger events in the future at different times of the year. For future events for a longer notice period some of these Terms and Conditions will be amended.*

**Please see the following requirements for application for your information:**

- 1- No multiple vendors of the same organisation will be in the Marquee – we reserve the right to refuse. If more than one applicant from the same organisation applies for a slot we will pull from a hat to choose which will be offered the slot.
- 2- Given the short notice of this event, places will be allocated on a first come first served basis.

- 3- If you are happy to remain on a short notice list in case of people cancelling before the event please let us know. You must be prepared to set up within the required timelines, and ensure that we have the required payment and paperwork prior to the day of the event.
- 4- You will be required to provide an up-to-date and current copy of your own Public Liability Insurance – copied to Visit Banbury Community Interest Company (Tanya Collins, acting on behalf of VBCIC)
- 5- You will be asked to sign the GDPR permission to contact you form (for this event, follow up to this event and requesting permission for us to contact you about future events)
- 6- You will be required to make payment to VBCIC of £20-00 to cover costs. Details for this will be provided once your interest in taking a lot in the marquee has been lodged. Visit Banbury CIC is so new we will have interim arrangements in place for this.
- 7- Cancellation – must be at least 7 days in advance in order that we may seek to fill your slot. The Fee is non-refundable.
- 8- You will be required to bring your own chairs. Six foot trestle tables will be provided.
- 9- Further details about the day, set up and take down times will be provided.
- 10- You will need to organise your own refreshments for the day.
- 11- We ask that you also promote the event. Visit Banbury Community Interest Company will also be promoting and advertising, and will also be able to provide information ahead of the event on Vendors through its own channels, which can assist to raise vendors profiles.

Thank you for your interest! If you would now like to go ahead and apply, please contact Tanya Collins on [tanya@creatingcorechange.co.uk](mailto:tanya@creatingcorechange.co.uk) directly.