

Holmes Chapel Partnership  
Christmas Market & Fair  
Sunday 5th December 2021 - 4.00pm to 7.00pm

Thank you for your stall application for our 2021 Christmas Market and Fair. You have been allocated a stall on the market, which you **now need to pay for to confirm your booking**. This year as we will be using different stalls to that which have been used in the past and in a different location, we have created a Christmas Market Information page to give you as much information as we can. We will update this page as more information becomes available as we get closer to the event.

[Christmas Market Information Page](#)

Can we request that you review the information on our Christmas Market Information page together with our Market Stall Terms and Conditions. If you are happy to proceed, then you need you to make a BACS payment for your stall (Bank details are in the T&C's) as soon as possible to secure your place. We will take payment as your acceptance of Market Stall Terms and Conditions. We require your payment before the **31st of October 2021**. If we have not received payment by this date, then we will assume you no longer require a stall, and it will be reallocated.

**Christmas Market Stalls**

As we are still dealing with Covid-19, we have taken the decision to increase the area that we occupy and have now received permission from Cheshire East Council to close the main road through the village centre (The Square). We now propose to place 40 market stalls down the centre of The Square, running from St Luke's church down to the Fire Station. Additionally, the Scout Hall will provide space for up to 10 stalls' inside.



## Christmas Fairground

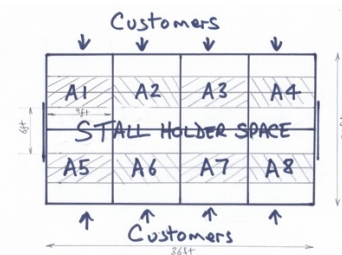
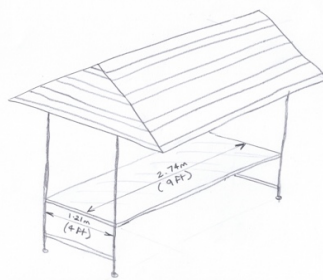
Our Christmas Fairground will be operated by Joe White of Brereton and located on the Co-op car park which we have used for the market stalls in the past. We have booked several attractions for the fair ground including the Sizzler twist ride, Miami freestyle ride, Mini Miami ride, Toy carousel ride, Mini planes ride, Hook a duck stall and a Candy floss unit.

## Refreshments

The Holmes Chapel Scouts will continue to operate their BBQ, Holmes Chapel Guiding will be offering hot drinks and snacks in the warmth of St Luke's Church Hall. This year for the first time we are creating a designated Food and Drink Area (FD) off Parkway as shown on the Market plan above.

## Market Stall Locations and Configurations

We have also sourced more robust market stalls this year which will be supplied and erected by ANSA. The stalls will be arranged in 4 islands of 8 (A-D), with 4 stalls side by side. This will create a secure area in the centre of the stalls for the traders and customers will approach the stalls from both sides of the island. Additionally, up to 8 stalls (E) with traders operating backing on to the St Luke's Church wall will be provided.



STALLS IN GROUPS OF 8 FACING OUTWARDS  
STALL HOLDERS IN CENTRAL SPACE

- Your market stall will measure approximately 9 ft by 4 ft (2.74mx1.21m). Note that whilst the stall is covered, we cannot guarantee it to be completely waterproof.
- The main market area will be lit, and each stall will have a basic (festoon) lighting.
- Please provide your own chair/stool for your own use.
- Indoor stalls, within the Scout HQ Hall, comprise a table measuring approximately 6 ft by 2.5 ft
- We would encourage you to decorate your stall to join in the festive spirit. To add to the atmosphere, you're welcome to provide a string of outdoor Christmas lights as a part of your decoration for the stall, if they are battery powered.
- No heating or cooking devices, whether gas or electric are allowed on the stalls. If you require more, e.g., a generator, please forward your requirements so that we may discuss practicality and additional charge with our electrical contractor.
- Please risk assess your stall, ensuring that your goods are displayed safely and that nothing protrudes from the stall or causes any other hazard.

- To adhere to legal and insurance requirements we require sight of your business, public liability insurance certificate. We trust that this is to a minimum of £5 million.
- To adhere to legal insurance requirements, we reserve the right to exclude any unsafe stall or anyone selling illegal goods.

### **Checklist - have you got?**

- A sufficient team of people to set up a man the stall until 7:00 PM and clear away afterwards.
- Christmas decorations for your store.
- Sign showing which business you represent.
- Container for any rubbish, remove your stalls rubbish from site.

### **On the day setting up**

- ANSA will erect the market stalls in advance and will move them into position.
- Stalls will be available for you to decorate and set up from approximately 2:50 PM.
- It is essential that on your arrival you report to Peter Whiers who will direct you to your allocated stall.
- Please take extreme care if you bring cars/vans to your stall for unloading.
- All vehicles must be out of the main market area by 3:35 PM at the latest and may not return until 7:05 PM.
- Stall holders will be advised of available car parking. **Please park considerately.**

### **Safety during the day**

- A team of stewards (wearing high visibility jackets) will be on site throughout the event; Please ask for their assistance should you have any concerns.
- First aid cover will be based at the Scout HQ.
- There will be a PA system with a steward on duty at the PA. Any safety issues or concerns should be brought to his/her attention.
- Walkways / Road entrances must be kept clear. Under no circumstances will parking be allowed in Parkway, the car park off, and the Co-op car park during the event as access needs to be maintained in case emergency vehicles need to attend.
- Barriers can only be removed by stewards.
- If you have any queries in advance event, please telephone Peter Whiers on 07973622363.