Traders wanted for traditional Christmas Fair

To be held on Friday evening
27th November 5-9pm
and Saturday 28th 10-5pm
in our new gallery space and outside
at The Brix at St Matthews Church
Brixton Hill, London, SW2

St. Matthews choir, Christmas tree,
Santa’s grotto, mulled wine
and hot chestnuts

Very competitively priced
We would like to create a traditional Christmas Fair with a Santa’s Grotto, choir, hot chestnuts and mulled wine to pull the crowds in and really set the scene for you to sell a range of beautiful hand crafted products.

The St. Matthews choir will be performing round the festive tree from 5pm on Friday evening and there will be performances by the Pegasus Opera Company. We will be offering a free glass of mulled wine to all customers and delicious mince pies and cakes will be on sale. Our Santa’s grotto on Saturday will provide the children with a welcome diversion.

We have space for 20+ stalls at a cost of £60 + VAT for Friday and Saturday. Not a bad price as this is our first Christmas Arts & Crafts Fair. The type of products we are looking for are ceramics, glass, textiles, children’s toys, puppets, books and artworks. We are fully publicising this event through the internet, radio, newspaper, the tube station

If you wish to apply send an email with your contact details including name, address and telephone number, a link to your website or photographs and details of what you charge.

Email brixart@thebrix.org
or contact
Mark Morrison or
Bettina Dix
Tel: 0207 738 6604

How to find us

Nearest tube station Brixton
Car see map
Buses from all directions 45,133,159,2,432...
Car parking available at
Halfords and Currys by arrangement with the Organiser
**Definitions**

- These terms and conditions shall form a contract between the ‘Organiser’ (The Brix at St Matthews) and the ‘Trader’. This contract can be modified only by prior written agreement of the Organiser.
- The ‘Trader’ is the person or company named on the booking form and allocated by name a stall or pitch at the ‘Fair’.
- The ‘Fair’ is the Fair described in the attached literature for which the parties have agreed to contract.
- The ‘Charges’ are the total fees payable for the stall or pitches hired by the Trader.
- The ‘Fair Manager’ is the responsible person or persons designated as such by the Organiser to take charge of the Fair.
- The ‘Site’ comprises all the land, premises and facilities at which the Fair is to take place.

**Stalls / Pitches**

- A stall comprises one table of approx. 2m x 0.75m in the indoor venue; a pitch comprises a 2.5m x 1.5m space out of doors. The price of each stall or pitch will be £60 + VAT, whatever the trading hours.
- The contract constitutes a licence to occupy the stall or pitch for the period not a tenancy.
- No contract shall exist until a booking form has been received and the Charges have been paid. Confirmation of a contract will be given 5 days after payment of due Charges. Verbal bookings cannot be accepted.
- Although the availability of stalls or pitches can be discussed, their allocation is at the sole discretion of the Organiser.
- All requests for cancellation must be made in writing at least 2 weeks before the Fair. Charges will not be refunded if less than 14 days notice of cancellation is received.
- If stalls and pitches are fully booked, a reserve list of Traders will be held on file and vacancies will be offered to the next appropriate Trader on the reserve list.
- The Organiser reserves the right at our sole discretion and without giving any reason to refuse any application, or expel or refuse to admit any person to the Site.
- Selected outdoor pitches can access an electricity supply, by prior arrangement.

**Terms of Trading**

**The Organisers** will offer stalls/pitches primarily to Traders who produce their own products, crafts and artworks, but at our own discretion may offer stalls/pitches to Traders of goods made by others.

**The Site** will be open for delivery of goods and equipment from 11am on the first day of the Fair, and Traders with internal stalls should have their stalls arranged and in

- Proper order by 4pm on the first day of the Fair. Traders with outside pitches must deliver their goods and equipment to the Site before 8am on the second day of the Fair and must have their pitches set up and in proper order by 9.30am.
- Vehicles may come onto the site only between 11am and 4pm on the first day of the Fair and before 8am on the second day of the Fair, for unloading purposes only. The Organiser will endeavour to arrange parking spaces for Traders’ vehicles at a nearby superstore for an additional fee.

**Terms of Trading contd.**

- Each Trader undertakes to have his/her goods on display and in full view on his/her allocated stall or pitch throughout the advertised hours of the Fair.
- Traders will not dismantle their stall or pitch or remove their goods before the advertised closing time. Vehicles will not be allowed on Site again until after the Fair’s advertised closing time has passed.
- Traders may not cause a loud noise or disturbance that causes an annoyance to the Organiser or other Traders. The selling of goods by auction is prohibited.
- Traders must keep all gangways and passageways clear at all times; obstructions may be removed by the Fair Manager at his sole discretion.
- Goods may not obstruct the general view or hide the goods of others.
- Traders must keep their stall or pitch tidy at all times; remove all their rubbish and leave the area in a pristine condition.
- Food cannot be cooked nor hot drinks prepared on the Site except by prior written permission.
- The Organiser reserves the right to confiscate until the end of the Fair any appliances, equipment or materials it considers to be a fire risk or a danger to the public, at the sole discretion of the Fair Manager.
- Complaints and grievances should be brought to the attention of the Fair Manager immediately.

**Insurance**

- The Organiser will take the appropriate precautions for the proper running of the Fair, but each Trader will be responsible for the safety of his/her stall or pitch and his/her products.
- Traders must comply with the insurance policies and conditions of the Organiser, unless they have been exempted in writing in advance.
- Traders participate in the Fair at their own risk, and the Organiser will not be responsible for loss or damage to Traders’ property or goods whilst on the Site, nor for any losses to Traders caused by intermission of power, inclement weather, theft, fire, flood, accident, civil disturbance, war, terrorist threat or other emergency not within the Organiser’s control, up to and including the cancellation or suspension of the Fair on or before the date of the Fair.
- If a complaint or dispute is not satisfactorily resolved by the Fair Manager at the time, the Trader should write to the Organiser setting out the matter so it can be investigated and dealt with appropriately.
- Each Trader must sign the Organiser’s form to indicate that s/he has read, understood and agreed to all these Terms and Conditions.

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I have read, understood and agree to all the above terms & conditions.

Signed:  
Name:  
Date:
Christmas Fair booking form

Name: 

Trading name: 

Type of arts & crafts you will be selling: 

Address 1: 

Address 2: 

Town: 

Postcode: 

Telephone: 

Email: 

Website: 

Cheque enclosed payable to “The Brix at St Matthews”: 

I agree to my name being used in publicising the market: 

I enclose/am sending by email photos of my products: 

I agree to the Terms & Conditions and enclose a copy of this signed acceptance form: