



# Christmas Craft Fayre

**Saturday 28th & Sunday 29th November 2026**



Stonham Barns, Pettaugh Road, Stonham Aspal, Suffolk, IP14 6AT



## YOUR DETAILS

Company Name:

Address:

Name:

Tel No:

Mobile No:

Email:

Website:

*Description of what you will be selling:*

AREA	FRONTAGE (METRES)	DEPTH (METRES)	COST £	QTY	TOTAL £
INSIDE MARQUEE	2M	2M	£ 125.00		
OUTSIDE SMALL	3M	3M	£ 100.00		
OUTSIDE MEDIUM	6M	3M	£ 150.00		
OUTSIDE LARGE	10M	3M	£ 180.00		
TABLE HIRE (EACH)			£ 10.00		
ELECTRIC SOCKETS (EACH)			£ 20.00		

**PRICES ARE FOR BOTH DAYS TRADING—NO DEDUCTION FOR SINGLE DAY**

I/ We agree to be bound by the trade stand rules and regulations of Stonham Barns Ltd.

Name:

Signed:

Date:



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## TRADE STAND PAYMENTS

**We have two options for you to send payments and forms.**

**Send your completed forms with payment & a stamped self-addressed A5 envelope to:**

Stonham Barns Events Team

Pettaugh Road,

Stonham Aspal,

Suffolk, IP14 6AT

1

Email your form to [events@stonhambarns.co.uk](mailto:events@stonhambarns.co.uk) with payment details included whether that be via BACs or by filling in the details below via card.

2

Office use ONLY. Tick paid by

☐

Cash

☐

Cheque

☐

BACS

☐

Credit Card

☐

Debit Card

Date  Receipt sent  By

## PLEASE TOTAL ALL COSTS & ENCLOSE FULL PAYMENT

**Cheques payable to:** Stonham Barns Ltd

**Payment by:** Credit / Debit Card

**BACs Payment:** Barclays Bank

**Sort Code:** 20-88-13

**Account No:** 40866903

**Reference:** Company Name & CCF2 2026

### Card Payment:

Visa

Mastercard

Card Number:

Expiry Date:  /  Valid From:  /

Security Number:

Name on Card:  Signed:  Date:

Post Code where the card is registered:

House Number/ Building Name:

I authorise Stonham Barns to take payment

Total Amount to Pay: £

Signed



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## **TRADE STAND RULES, REGULATIONS, HEALTH AND SAFETY POINTS.**

1. The Fayre is open to the public from 10am to 4pm and traders can set-up from 7.30am.
2. All sites and stalls must be staffed, stocked and open to the public by 10am on each day.
3. ALL exhibitor and trade vehicles must be parked in the Designated Parking Area.
4. No vehicle movement will be allowed on site during the hours of 10am and 4pm.
5. No stall should be dismantled before 4pm.
6. Set up on Friday available—please contact the Events Office to arrange.
7. No stand is confirmed until the payment is cleared.
8. Your payment must be made in full at the time of booking.
9. If an exhibitor cancels a booking, for whatever reason they shall forfeit any fees paid to Stonham Barns.
10. Stonham Barns Ltd has taken reasonable precautions to ensure the Health & Safety of everyone present at the event. For these measures to be effective, please take reasonable precautions to avoid and prevent accidents occurring by removing obstacles which may cause tripping, falling of equipment or goods onto people and adhering to the guidelines of the Fayre and its officials.
11. Please leave your pitch as you found it, clear any rubbish or debris and make good any damages to the ground caused by post holes etc.
12. Smoking is prohibited in all covered spaces
13. Selling goods by auction or offering live animals, raptors etc as prizes is prohibited. Raffles, tombola or pick-a-ticket stands will not be permitted without permission from the Event Manager.
14. Safeguard your property! Stonham Barns Ltd will NOT accept any responsibility whatsoever for any losses, exhibitors must ensure that they have adequate insurance, Stonham Barns Ltd will not entertain claims.
15. Exhibitors should display their name and address which can be easily seen by the public.
16. Please find our risk assessment forms attached, these MUST be completed and returned with your booking form.
17. Allocation of stands will be to the Event Managers discretion.
18. No trader may sub-let any part of the site allocated.
19. Amplification equipment may be used provided it is at a reasonable level and not intrusive to other traders or members of the public.
20. Any trader who brings their own marquee MUST provide a Health & Safety Risk Assessment together with a suitable fire extinguisher.
21. All prices are for both days.
22. VAT is not payable on Trade Pitches.
23. Please note there are NO guaranteed stand locations within your booking agreement. The Event Manager reserves the right to make changes or relocate stands as they deem appropriate.
24. Stonham Barns Ltd shall in no circumstances be liable to the trader for any refund, loss of business, profit, whether direct, indirect or consequential through events, weather or ground conditions beyond its reasonable control and will be under no obligation whatsoever to compensate the trader



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**PLEASE COMPLETE THE RISK ASSESSMENT FORM BELOW AND INDICATE ANY HAZARDS OR SAFETY ISSUE RELATING TO YOUR STAND AND/ OR PRODUCTS BEING TRADED**

HAZARD	SERVERITY	PROBABILITY	PERSONS AT RISK	CONTROLS TO MINIMISE RISK

Please contact the Event Manager if you will be bringing hazardous substances.

**PLEASE DO NOT FORGET TO INCLUDE A COPY OF YOUR PUBLIC LIABILITY INSURANCE AND COPY OF ANY RETARDANT CERTIFICATES IF APPLICABLE**

Company:  Assessors Name:

Signed:  Date:

Head or Registered Office: Knowle House, Rotherfield Road, Crowborough, East Sussex, TN6 3DY.

Registered in England no. 6146685

VAT No. GB 925 6826 95

[www.stonhambarns.co.uk](http://www.stonhambarns.co.uk)