



Theatre Royal Winchester
 21-23 Jewry Street
 Winchester
 SO23 8SB

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 info@playtothecrowd.co.uk
 hatfair.co.uk

DATES: Saturday 6th & Sunday 7th July 2024 - APPLICATION DEADLINE IS: 05/04/24

Information for Stall Holders

Hat Fair is Britain's longest running outdoor arts festival. Held annually at the beginning of July. The Hat Fair markets are an integral part of the festival, adding greatly to the atmosphere and level of enjoyment of the audiences. This year the festival will again run over two days in the City with stalls being placed in the Cathedral grounds, Broadway and Abbey Gardens. Due to a reduced scale of the festival the number of places is limited so do get your applications in early.

Booking and Payment

If you would like to trade at Hat Fair 2024, please read the attached Terms and Conditions, and complete the application form, indicating which location at which you would like to trade.

In an effort for Hat Fair to promote a paperless office, please return the completed application form, with copies of the relevant supporting documents (see checklist on page 3 of the application form) via Email only to: hatfairmarkets@playtothecrowd.co.uk with subject heading: **HF24APP - stall name**

Please do not send original documents, as these cannot be returned to you – scans are acceptable. Do NOT send any payment with your application.

All invoices are raised by Play to the Crowd Arts and Education charity.

NOTE : We will not accept a booking unless the completed application form is accompanied by:

1. Evidence of Public Liability Insurance Cover (e.g. copy cover note)
2. Risk Assessment
3. Food Health and Safety documents and/or Gas/Electrical safety certificates, if relevant to you.
4. Signed copy of the Terms & Conditions

Venue Information

This is the planned number of pitches available at the location in 2024. Please note this schedule is subject to confirmation.

Location	Pitches available	Trading Hours <i>(minimum anticipated trading times, exact hours will be confirmed by 1 April 2024)</i>	Type of stalls
The Cathedral (both days)	8	Saturday – 10:00 to 18:00 Sunday – 12:00 to 18:00	Arts, craft & Community interest only. Please note, no power and no generators permitted at this location.
The Broadway (both days)	5	Saturday - 10:00 to 23:00	Food/ snacks / retail Power available, at cost.
Abbey Gardens	5	Saturday – 10:00 to 18:00 Sunday – 10:00 to 18:00	Snacks / coffee / arts and crafts/Community Interest Power available, at cost.

Stall type	NET 3 x3m Pitch Fee (2 days)	NET Total	VAT	TOTAL
Charity	£ 164.66	£ 164.66	£ 32.93	£ 197.59
Snacks, Juices, Coffee, Food	£ 400.00	£ 400.00	£ 80.00	£ 480.00
Art/Craft/Non Food Retail	£ 230.00	£ 230.00	£ 46.00	£ 276.00

***Power costs are additional to this fee and subject to VAT:**

Power - This is only available at the Broadway and Abbey Gardens with an additional cost incurred as follows:

£40.00 + VAT per additional 16amp

£70.00 + VAT per additional 32 amp

The Cathedral (SAT & SUN)

Anticipated Numbers – 500 to 1500 people

This row is actually situated in the Cathedral Grounds with plenty of visitors, street performances and activity throughout the day.

The Broadway (SAT & SUN)

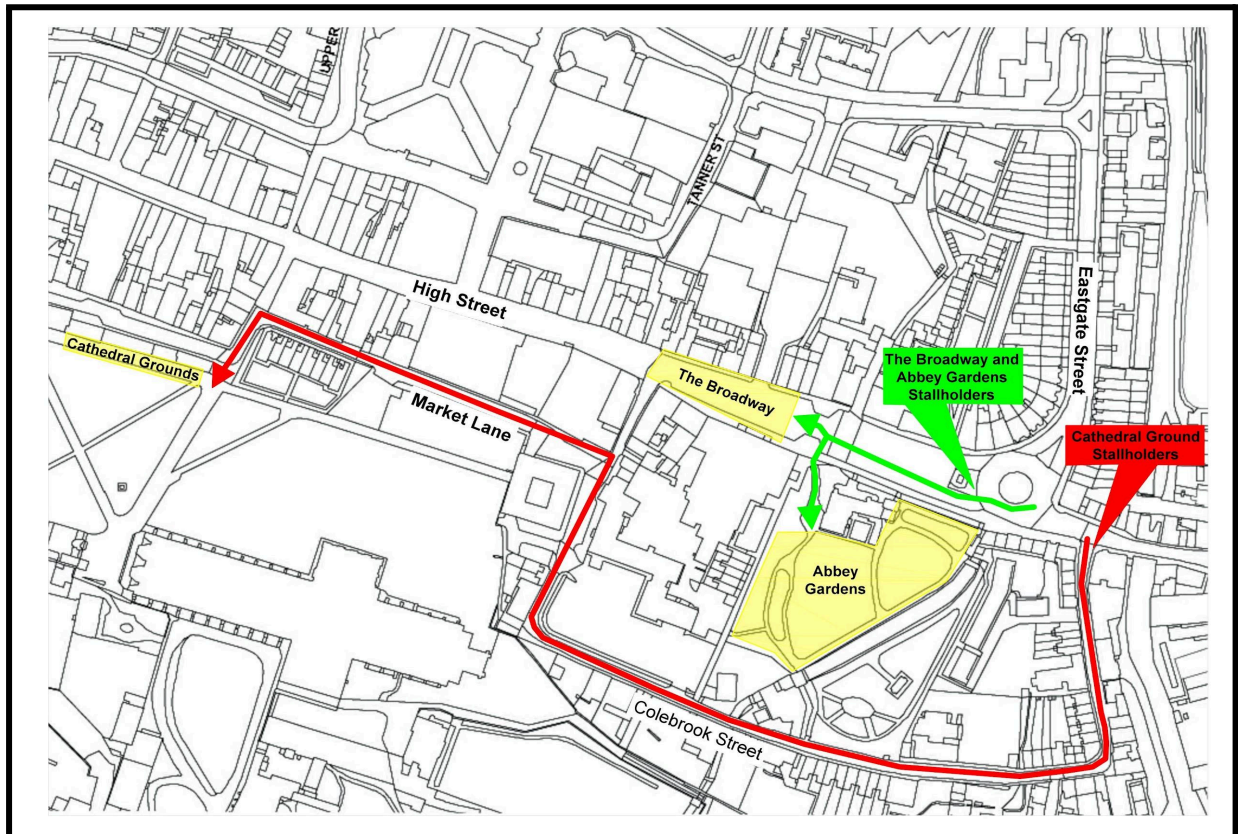
Anticipated Numbers – 500 to 1500 people

Large, central Winchester street with scheduled street performances throughout Saturday. There will be a road closure in place closing this route to traffic.

Abbey Gardens (SAT & SUN)

Anticipated Numbers – 500 to 1,000 people

Attractive park in Central Winchester, often used by families for picnicking. Street performances will be scheduled here throughout Saturday.



Please note:

Anticipated numbers for venues are based on previous years' figures and can't be guaranteed. The existing Winchester Market will be in operation for the Saturday of the festival.