



# Whitby Christmas FESTIVAL

## 2025 Food Concession Application Form MARINA FRONT CAR PARK

Name	
Trading as	
Address & Postcode	
On site mobile	
Email	

Please provide a brief description of the exhibit/stall and what you will be selling.

.....

.....

**PLEASE READ ALL DETAILS, TERMS & CONDITIONS PRIOR TO COMPLETING THE APPLICATION FORM**

NOVEMBER	Set up times	Market Times - Open	Close	Break Down
Friday 14	12pm – 4pm	5.00pm	8.00pm	
Saturday 15		10.00am	8.00 pm	
Sunday 16		10.00am	4.00 pm	4.00pm onwards

Food Concessions £450.00 (up to 8m space)

additional free standing units £85.00

Size of trailer/van/gazebo (to include towbar):

Length (m)

Width (m)

Depth (m)

### How To Book Your Space

Please send your completed form and documents by email to [deputy.clerk@whitbytowncouncil.gov.uk](mailto:deputy.clerk@whitbytowncouncil.gov.uk) or by post to: Whitby Town Council, Pannett Park, WHITBY North Yorkshire, YO21 1RE by 31 July 2025

**All charges must be paid in full at time of confirmation of an allocated space prior to the event - non-refundable if cancellation takes place 4 or less weeks prior to event.**

Cheques should be made payable to 'Whitby Town Council', or BACS payment to:

Account No:- 30952001      Sort Code:-207592      Reference:- your company name

There is a surcharge of £1.50 for any cheque payment (payable to 'Whitby Town Council') payments due to charges by our bank

### DOCUMENT CHECKLIST

Public liability £5 million (valid for the event dates)

Employers Liability cover (If staff are employed for the event)

Risk Assessments to cover your contents, flags and bunting, signage boards, generator/safety guard/extinguisher, heating/electrical equipment etc

Food Hygiene rating certificate (where applicable)

Safety Certificates for any equipment (if applicable)

TENS notification (if applicable)

  
  
  
  

I have read and will abide by the further information and the full terms and conditions attached to this form (overleaf).

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

These data are securely stored by Whitby Town Council and available only to serving officers.

Tick the box if you do not wish to receive any further information regarding WTC events.