



# Whitby Christmas FESTIVAL

## 2025 Exhibitor 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.

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**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

Tick which type required

Pitch Type	Size	Cost	Total
Gazebo	3m x 3m	£300.00	
Beach Hut	4ft x 6ft	£300.00	
Sheds	10ft x 8ft	£350.00	

Tables are available - £10.00 each for the weekend. Please tick box if required

Please call for prices if you require a non-standard size of pitch - 01947 820227

### How To Book Your Space

Please send your completed form and documents by email to 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 due to charges imposed 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.