

Electricity Supply Request

Please list **each and every item** of electrical equipment you propose to connect to the Council's power supply, and specify the loading, and supply requirement for each item (including supplies for specific equipment, kettles, lighting, etc). Failure to provide the required information may result in your supply being restricted.

The IEE Regulations required that a 16A connection is the only acceptable means of connecting to a CBC external power supply. 13A connections alone, or by use of a 13A / 16A adapter are not acceptable and will not be connected to a Council power supply. The Council will provide a 16A mains supply cable to your stall with a "female" socket. It is your responsibility to provide a 16A "male" socket in order to connect to this supply. It is a requirement that cable used by you shall be less than 2.5mm² duty cable.

16A supplies are available, however, these are not to be exceeded in one single feed from the mains supply. 32A supplies are available in specific locations, however these are very limited, and are not to be exceeded.

1 item of electrical equipment will require one 16A connection and feed. More than 1 items of equipment to be connected must be supplied by a 16A multi-gang. You are solely responsible for all wiring and equipment within your stall up to the Council's side of the 16A supply connection.

All electrical equipment to be used by the trader must display a current and valid Portable Appliance Test Certificate.

No connection will be made to the Council's mains power supply unless the inspecting electrician is satisfied the above requirements have been met.

I require an electrical supply: Yes No

Item Description	Electrical loading of proposed equipment
1	Kw
2	Kw
3	Kw
4	Kw
5	Kw
6	Kw
Total load requested	Kw

I / we hereby agree to abide by the requirements for an electrical supply as set out above and acknowledge that failure by me / us may result in the power supply being restricted, disconnected or not provided.

Signed Date
 Trader/Stall Name

To make your booking, please ensure that all sections of the form are completed fully. Cheques should be made payable to CHRISTCHURCH BOROUGH COUNCIL and the completed form and payment should be sent to: SHARON RILEY, CHRISTCHURCH BOROUGH COUNCIL, CIVIC OFFICES, BRIDGE STREET, CHRISTCHURCH BH23 1AZ

We regret that we are unable to accept bookings unless the form is completed fully.

Name

Company

Address

 Postcode

Tel nos Fax Nos

Email

Signature Date

Closing date for applicants: Friday 17 February 2012

CHRISTCHURCH



FESTIVAL

International Food Market Booking Form

Saturday 12 & Sunday 13 May 2012
10am – 5pm

- Traffic free High Street
- Free parking for traders
- Permanent electricity supply
- LIVE Celebrity Cookery Demos



Inclusive Cost For Both Days

High Street lay-bys	Pitch size	Cost for 2 days	Tick requirements
Standard pitch	3m x 3m	£255	<input type="checkbox"/>
Large pitch	5m x 3m	£355	<input type="checkbox"/>
Extra large pitch	6m x 3m	£405	<input type="checkbox"/>
Standard corner pitch	3m x 3m	£325	<input type="checkbox"/>
Large corner pitch	5m x 3m	£415	<input type="checkbox"/>
Extra large corner pitch	6m x 3m	£455	<input type="checkbox"/>
Alley Market (adjoining High Street) - Electricity not available			
Standard pitch	3m x 3m	£175	<input type="checkbox"/>
Electricity supply		£20 incl VAT	<input type="checkbox"/>
Temporary Event Notice Essential for sale of alcohol		£21	<input type="checkbox"/>
Gazebo hire + 1 table		£70	<input type="checkbox"/>
Table hire		£20	<input type="checkbox"/>
TOTAL COST		£	

Produce/Goods being sold

Please ensure all produce/goods are listed and attach a separate list if necessary.

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Please complete the following section indicating YES by a tick.

- | | |
|--|---|
| <input type="checkbox"/> I require electricity
(Generators are not permitted) | <input type="checkbox"/> It is essential for my vehicle to be parked on-site
as I trade from it |
| <input type="checkbox"/> I confirm I will be trading within
the space booked
(Tow bars must be included within
the space, if applicable) | <input type="checkbox"/> I require off-site parking for my vehicle |
| <input type="checkbox"/> I will be trading from both sides
of my stall | Vehicle registration nos:
..... |
| | <input type="checkbox"/> I confirm I have Public Liability Insurance
for a minimum of £2m per claim |

Food Hygiene and Health & Safety

If you are selling any type of food or drink this section **MUST** be completed

1. Details of Stall

Name of Stall/Business

Contact Name Contact Number

Address

Brief Description of Goods you Intend to Sell

Will you be Cooking on the Day? Yes No

If Yes What?

2. Registration and Insurance

Local Authority with which you are Registered

Date of Last Inspection

Do you have Public Liability Insurance for £2m minimum per claim? Yes No

3. Required Documentation

It is likely that your stall will be inspected on the day by an Officer from the Environmental Health Department; please indicate below and ensure you have with you the following documentation:

Documented Food Safety Management System i.e. HACCP or Safer Food Better Business

Yes No Not applicable

Temperature Control Monitoring Record Sheets i.e. for refrigerated storage & probe checks for cooked foods.

Yes No Not applicable

Gas & Electrical Safety Certificates

Yes No Not applicable

Do you have a Dorset Guidance Pack for mobile food vendors?

Yes No Not applicable

Please ensure you also have adequate supplies of hot water for washing-up, cleaning surfaces and hand washing. You are reminded that you have a duty to comply with relevant Food Hygiene and Health & Safety Legislation; failure to comply may result in your stall being prevented from trading.

For further information or advice regarding Food Hygiene or Health & Safety please contact Jeanette or Louise in the Environmental Health Department 01202 495045.