

Rugeley Town Council

Application form: Charter Fair Saturday 08 JUNE 2019

GREEN LANE PLAYING FIELDS, WS15 2AU

CHARITY STALL

Spaces will be allocated on a first come first served basis and spaces are limited.

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| Name of Charity | |
| Contact Name | |
| Contact Number | |
| Address | |

Fund Raising:

Please provide details of your proposed fundraising activities:

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Important information:

The site will be marked out in sections of **3x3 metres** and a refundable **deposit of £10.00** is required with this application.

INSURANCE DOCUMENTS SHOULD BE SENT WITH THE COMPLETED FORM.

The deposit will be refunded at the end of the event provided that the area has been cleared to the satisfaction of the appointed inspector. Your refund can be claimed at the Town Council tent after 4pm. **All deposits that are not claimed on the day will be donated to the Town Councils, Chairman's Charity Fund.**

Applicants are required to provide their own tables, chairs and any other equipment as they will not be provided by the Town Council. There are no covered areas, if you require cover please ensure you are equipped with a gazebo.

Please note that alcohol of any kind is prohibited.

Please return your completed application to:

Rugeley Town Council
Administration Offices, Rugeley Rose Theatre
Taylors Lane
Rugeley
WS15 2AA
finance@rugeleytowncouncil.gov.uk

For further information contact the Council Offices on 01889 574074 or through the website
www.rugeleytowncouncil.gov.uk

The closing date for applications is Friday 17 May 2019.

Applications will not be accepted after this date.

Confirmation of your booking and further details will be forwarded in due course.