

The Little Makers Markets

2024 Booking Form

Please do not pay until written acceptance has been received, this will be sent via email from the organisers. Individual invoices will be sent out, pending approval. If you are paying via BACs. Please wait to receive written acceptance and reference your business or name.

Town Centre Market Dates:

Please see this year's market dates for below (all 10.30am – 3pm)

Saturday 2nd March

Saturday 6th April

Saturday 4th May

Saturday 7th September

Saturday 5th October

Saturday 2nd November

Culford Village Hall:

Raffle to be held to raise money for local charities, with prizes donated from each stall-holder (All 10am – 3pm)

£5 discount for booking for both the Saturday & Sunday of each Culford event.

Saturday 30th March

Sunday 31st March

Saturday 26th October

Sunday 27th October

Christmas Dates:

Friday 29th November (10am-5pm)

Saturday 30th November (10am-5pm)

Sunday 1st December (10am-4pm)

These markets are held at Unitarian Hall, Churchgate Street, Bury St Edmunds, Suffolk, IP33 3RR or Culford Village Hall (specified in the booking form below)

Main Contact		Trading Name	
Address		Phone	
		E-mail	
		Website if applicable	
Postcode		Facebook & Twitter details	

Please give full description of all stock you will be displaying. Your booking may be taken on the basis of what you list here:

Requirements:

Please list any requirements you have for the day

Payment: (Please tick all those that are relevant)

I would like to book for Saturday 2nd March (£30)	
I would like to book for Saturday 30th March (£30) - Culford Village Hall	
I would like to book for Sunday 31st March (£30) - Culford Village Hall	
I would like to book both Saturday 30th & Sunday 31st March (£55) - Culford Village Hall	
I would like to book for Saturday 6th April (£30)	
I would like to book for Saturday 4th May (£30)	
I would like to book for Saturday 7th September (£30)	
I would like to book for Saturday 5th October (£30)	
I would like to book for Saturday 26th October (£30) - Culford Village Hall	
I would like to book for Sunday 27th October (£30) - Culford Village Hall	
I would like to book both Saturday 26th & Sunday 27th October (£55) - Culford Village Hall	
I would like to book for Saturday 2nd November (£30)	

CHRISTMAS MARKET I would like to book for Friday 29th November (£45)	
CHRISTMAS MARKET I would like to book for Saturday 30th November (£45)	
CHRISTMAS MARKET I would like to book for Sunday 1st December (£45)	

Return the form via email to Jasmine Graham at thelittlemakersmarket@gmail.com

Terms & Conditions

Invoices for the above dates will be sent out at the start of 2024. Christmas Market dates will not be invoiced until we receive confirmation that the event is taking place. Provisional bookings can be booked in the meantime. Each individual who has booked in for those dates will be contacted to confirm Christmas Market spaces before being sent the Invoice. If you do not respond or payment is not received within 14 days, we will move on to waitlist participants.

Bookings will only become effective when, The Little Makers Market, sends written approval to the exhibitor and payment is made. Spaces cannot be held if payment is not received, if someone pays for a stall before you, you will be notified and directed to other available dates.

Not all applications will be successful, The Little Makers Market reserves the right to refuse applications without having to justify its decision. If you are successful, confirmation will be given in writing by The Little Makers Market.

Payments are to be made via direct invoices sent from The Little Makers Market email address. Or via BACS payments (details below). Please do not pay for your pitch before written confirmation has been given. Don't presume that because you have sent payment before approval, that you are guaranteed a space. If we find that your work is not appropriate for the event you will be notified and a refund will be sent immediately. If you are paying via BACS, either use the given reference code or make us aware of your payment via email.

The events will be open to the public at the above times with access for traders to set up from 9 am. Stallholders must not pack up before the finish time and can have access to the hall up until 1.5 hours after the event.

Parking is not always available at our venue locations, please take note of the information provided on our website for venue-specific FAQs and setting up/packing up procedures.

Allocation of spaces at the venue is at the sole discretion of The Little Makers Market, if the organisers are unaware of requirements ie electricity or wall space, we cannot be held accountable. Floor plans are created in the weeks running up to the event if you have requirements for your stand, the notification must be made with plenty of notice.

Tables and chairs will be provided –Unless specified 1 table and 2 chairs will be available per booking, stallholders will have to supply their table-cloths.

We will try to ensure a wide variety of stalls and try to avoid having similar stalls at the event. As always, all applicants are vetted to ensure the upkeep of the market. Unless a prior agreement is arranged, stands with similar products can be shown at the event, (ie jewellery, artwork etc). However, we make sure that no two works alike will be showcased at one event (eg two silversmiths or artists with similar styles). If we detect products of a similar nature at the event that have not been disclosed, you will be asked to remove those items from your stall. We try to keep markets fair to all and want to create a more enjoyable shopping experience for our visitors with lots of choices.

Stallholders are responsible for their stall and stock during the events – the general public will not be allowed access to the building until the event opens.

Flyers for use of sharing on the internet and social media will be sent to each maker of the individual event. Leaflets will be made available to all stallholders to display locally upon request. It is the responsibility of all attending the market to publicise the event, it is not the sole responsibility of the organiser.

Stall fees need to be paid in advance; unfortunately, bookings cannot be confirmed until payment has been made. All booking fees are non-refundable, if a cancellation is made by the trader the payment for the stall will go to our charity partner once admin fees are paid.

Christmas Market Booking

To qualify for a space during the Bury Christmas Fair, we ask that a minimum of 3 other markets be booked throughout the year to allow all stallholders a chance at getting a slot at the market.

This can also include multiple dates booked at the Christmas market.

If you choose to cancel your remaining markets but want to hold your booking for a Christmas market date, this is possible if 2 previous markets have been attended. Otherwise, this too will be cancelled to make it fair for other traders wanting to attend the popular event.

Cancellation Policy -

Cancellations must be received in writing. Refunds are only given at the discretion of the organisers. Cancellations for whatever reason will be refunded 50% of their fee after payment has been made. If you cancel within 30 days of your booking no refund will be given.

Credit may be given as an alternative under the agreement of the organisers, credit will not be given for markets outside of the year of the event. Spaces cannot be re-let without prior approval from The Little Makers Market.

If you do not show up to the event, without any notification, you will not receive a refund. If a reasonable excuse is not given, notification will be given by the organisers, that all remaining markets booked for The Little Makers Market will be cancelled and not refunded. Future applications held by The Little Makers Market, will not be approved and you will be unable to exhibit at any of The Little Makers Market events at our locations.

If for whatever reason, the market is cancelled by the organisers, or your stall is no longer available, fair notification will be given and a full refund will be made to you

For more Terms and Conditions, please see all details on our website via www.thelittlemakersmarket.co.uk/terms-conditions

Contact details:

Jasmine Graham, 64 Risbygate Street, Bury St Edmunds, IP33 3AZ

thelittlemakersmarket@gmail.com

07792414778

Declaration:

I HAVE READ AND ACCEPT THE CONDITIONS OF BOOKING

Print Name:

Signature:

Date: