**The Fairy Fair – Trading Application - 2022**

The Fairy Fair will be held at Bradmoor Woods in West Norfolk. The dates are Saturday 28th and Sunday 29th May.

This event is a fundraiser for charity, The Fairyland Trust and has been running for 21 years. Please see page two or more information about what we do and the event.

Please read all the sections of this pack. It gives you the essential details on our trading policy and how to complete the application process and form. Please note we are a plastic free event.

Once your application has been approved and I have received your booking fee, I will email you a confirmation booking pack. This will give you full details of the event, i.e. directions and arrival times.

Send your application to:

abbie@fairylandtrust.org and cc in hello@creativeorchard.co.uk and add Fairy Fair Application into the subject header, alternatively you can submit your application via the website

The Fairyland Trust

The Fairyland Trust is national conservation charity based in Norfolk that introduces children and families to the magic of nature. By giving young children intense, rewarding experiences in which they connect with nature, they aim to create memories which will encourage the next generation to grow into young people and adults who care for the natural world.

The Trust designs and creates multi-sensory experiences for children and families, which use ‘magic’ and the imagination to engage them with wildlife, ecology and the landscape through having fun at Fairy Fairs, The Real Halloween and travelling Workshops. The Trust is also raising money to buy land impoverished in nature and turn it into Fairy Meadows, rich in wildflowers for families to enjoy and explore.

Registered Charity 1089771 - Fairyland Trust & Company Limited by Guarantee (England).

Registration No, 4210261

Most children’s workshops will be booked in advance through our website. This event will give us 2000 – 3000 people through the gates each day and the split will be 50% adults and 50% children.

Many the visitors stay for the whole event. We encourage traders and visitors to dress up in the theme of the Event.

All the crew and volunteers will be dressed up and this will give the event a truly magical feel.

Trading Application Pack

Guide to complete The Application Form

1. Name In full and any nickname, you prefer to go by.

2. Other adult attending This is limited to you and 1 other. (Catering firms this can be increased)

3. Children’s names

All dependant little people you plan to bring with you. These can only be your own children.

4. Trading name

Leave blank if you do not have one.

5. Address

Which I can use for correspondence.

6. Contact phone numbers

Please also include details of a mobile contact for the days of the where possible.

7. Email address

8. Website address

If you have one or if none leave blank.

9. Public liability insurance

To allow you to trade at The Fairy Fair you will need public liability insurance. Please forward a copy of your certificate with your application.

10. Risk Assessment

For an event of this size and insurance purposes all traders and structures must be risk assessed. If you are a seasoned trader, you may already have a document for this, please include a copy with your application form.

11. Your goods and the Merchandise/Fair-trading Policy

Your goods need to adhere to our trading policy. Please do not bring items in plastic wrap or plastic items as we will ask you to remove these. In summary your goods need to be handmade or sourced Fair Trade. If you have any doubts regarding your goods, please contact me before you complete the form. Please give a full description of the items you plan to sell and enclose any literature along with recent photographs.

Caterers must not use plastic or styrofoam plates, cups or cutlery.

Trading Application Pack

12. Stall deposit & fees

The fee is 15% of your takings over the 2 days. £50.00 per pitch is payable upfront as a deposit. The £50.00 is then deducted from the 15% you pay on the Sunday evening. The deposit is non-refundable if you are not able to attend or your takings are low. Any extra payment due needs to be made before you leave on the Sunday.

Failure to pay on the Sunday evening will result in you not being able to trade at a Fairyland Trust event again.

Once your pitch has been confirmed, Please make a BACs payment of £50.00 to Creative Orchard Events , sort code: 30-98-97 account no: 57854368. Use your trading name as a reference.

13. Stall / pitch

You will need your own structure as The Fairy Fair is an outdoor event. These need to be as natural as possible to fit in with the look of the event. Please do not use plastic or corporate looking gazebos. We ask you to decorate your stall and again no plastic. Hedgerow foliage works well.

Complete the section on the size of your stall. A description of this will be needed. No vehicles are allowed on The Fairy Fair site. If you use your vehicle as part of your stall (i.e food trader), contact me before you apply

If it is absolutely essential, you need a vehicle behind your stall (i.e campervan) and this must be completely covered from public view. If not, you will be asked to remove it and not be allowed to trade.

Your structure always needs to be able to stand up to the British weather and be secured. The Fairyland Trust cannot accept liability for any falling structure or damaged stock should there be bad weather. Generators are not permitted.

Please do not play taped music during event opening times.

Vehicles cannot be moved during event opening times. Also, half an hour before The Fairy Fair opens and half an hour after it closes.

14. Camping

This will be available in an area with the crew and volunteers. You can arrive on the Friday to set up your pitch, details of times will be in the confirmation of booking pack. Please tick the box which applies. Also confirm which nights you plan to stay, by circling the days on the application form. Add in what you plan to camp in e.g. one caravan and one tent or one camper and awning etc. If you are not sure at this stage if you wish to camp, please do not hold your application up, explain on your application and I will contact you closer to the event.

15. Arrival

Add when you plan arrive, by circling which day, as this will help with planning.

16. Crew Catering - Applicable to catering traders only.

The proposal is you trade for an extra hour after The Fairy Fair closes to allow crew and camping traders to purchase food and drinks. If you are happy to do this, please tick the box. Also, to promote more business including lunch time it would be great if you could offer a crew discount all day. This is optional, if you are happy to do this please tick the box and give the details of discount. I can then make the crew aware in advance so they can plan their meals.

17. Power / Electric - Applicable to catering traders only.

If this is required, please note the anticipated KVA draw required

18. Agreement

This is the final section of the application. Please read and sign to say you agree to the terms