



## Haverfoodfest Application

**1. Applicant's Name**

**2. Business Name**

**3. Business Address**

**4. Telephone Number**

**5. Your Email**

**6. Description of product(s) you wish to sell (please give as much detail as possible)**

**7. When does your insurance run out?**

**8. What level is your food rating?**

**9. When was Food Safety completed?**

**10. Will you be cooking on site?**

Yes  If 'Yes' please complete all pages.

No  If 'No' please continue to page 6 after specifying your stall size below.

**Please select the size of your stall:**

**Non-Cooking Stalls**

**Cooking Stalls**

3m x 3m £50

3m x 3m £100

3m x 4m £60

3m x 4m £110

3m x 6m £70

3m x 6m £120

**11. Will you be cooking on gas?**

Yes

No

**12. Do you have an inspection / gas safety certificate for the appliances and pipe work (copy to be available for inspection) and are all hose connections made with crimped fastenings?**

Yes

No

**13. Are cooking appliances fixed securely on a firm non-combustible heat insulating base and surrounded by shields on three sides?**

Yes

No

**14. Do the shields provide an adequate and effective barrier of at least 600mm between the heat source and any combustible material?**

Yes

No

**15. Have you ensured that no combustible materials can be blown against, or fall onto apparatus?**

Yes

No

**16. Are the LPG cylinders kept outside, or within a specific ventilated unit, secured in the upright position and out of reach of the general public?**

Yes

No

**17. Do you ensure that only those cylinders in use are kept at your unit?**

Yes

No

**18. Are the gas cylinders readily accessible to enable easy isolation in case of an emergency?**

Yes

No

**19. Are cylinders located away from entrances and emergency exits?**

Yes

No

**20. Do you ensure that gas supplied is isolated at the cylinder, as well as the appliance when the apparatus is not in use and appliances are fitted with flame safety devices?**

Yes

No

**21. Do you ensure replacement cylinders are fitted in the open air?**

Yes

No

**22. Is a member of staff, appropriately trained in the safe use of LPG, present in the unit at all times?**

Yes

No

**23. Do you have an adequate number of fire extinguishers / fire blankets available in prominent positions and easily available?**

Yes

No

**24. As a stallholder, are the structure, roofing, walls and fittings of your stall or unit flame retardant? (Certificates of compliance will normally be required)**

Yes

No

**25. Has your fire fighting equipment been tested in the last 12 months?**

Yes

No

**26. Have your staff been instructed on how to operate the fire fighting equipment provided?**

Yes

No

**27. Are you aware that petrol generators are not permitted on site?**

Yes

No

**28. Have you identified all ignition sources and ensured that they are kept away from combustible materials?**

Yes

No

**29. Have you identified combustible materials that could promote fire spread beyond the point of ignition such as paper/cardboard and reduced the risk of them being involved in an incident?**

Yes

No

**30. Do you have sufficient refuse bins and do you ensure that all refuse is disposed of correctly, out of reach of the public?**

Yes

No

**31. If the answer to any of the questions above is “ NO “ please detail the actions you have taken to remedy the situation.**

**Please complete page 6.**

**32. Stallholder/Responsible person**

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**33. Stallholder/Responsible person Contact Number**

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**34. Company**

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This document does not preclude you from possible prosecution or removal from the site by the organisers should an inspection reveal unsatisfactory standards.

Thank you for applying for a stall at the Haverfoodfest. All you need to do now is click on 'Send Application' and remember to send us the following documents, as we cannot process your application till we have received them:

- 1. Copy of your Food Premises registration form**
- 2. Copy of your current Food Hygiene Rating certificate**
- 3. Copy of your public liability insurance**

The documents can be scanned and emailed to [contact@haverfoodfest.co.uk](mailto:contact@haverfoodfest.co.uk) or posted to: Sally Williams, 60 Dew Street, Haverfordwest, SA61 1NR.

We will request a non-refundable payment for your stall when your application has been approved.

I agree that the above information is correct to the best of my knowledge. I understand that I (The business) need to pay a stall fee. I understand and agree that it is my (The Business) responsibility to ensure that suitable insurances are in place in the event of cancellation regardless of circumstances. I agree to have my business stand manned from 10am until 4pm on the day. By signing below I agree to these terms and conditions.

**Signature:**

**Print Name:**