



### Events at C.S. Lewis Square 2019/20

Please complete this form if you wish to be considered for trading at events in C.S. Lewis Square.

Name	Trading Name	Address
<b>Product: Please tick as applicable</b>		
Vegetarian: <input type="checkbox"/> Vegan: <input type="checkbox"/> 90% or more organic: <input type="checkbox"/> Sugar free: <input type="checkbox"/> Gluten free: <input type="checkbox"/> Local produce/materials: <input type="checkbox"/> Handmade: <input type="checkbox"/> Recycled: <input type="checkbox"/> Second hand: <input type="checkbox"/> Other: <input type="checkbox"/>		
<b>Detailed Product Description (Only items listed can be sold at the event, please ensure each product category is included)</b>		

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Phone/ Mobile	Email	Social Media/ Webpage
Need access to electricity (Y/N)	Need access to Water (Y/N)	

- **Tables and chairs will be provided**
- **A limited number of gazebos are available on a first come first served basis.**
- **We encourage the use of tablecloths and décor to ensure the stall is presented to a high standard.**

With the application, please ensure you have attached all the relevant documentation which applies to your trade and return it by email to: [shona@eastsidepartnership.com](mailto:shona@eastsidepartnership.com)

- Public and Products Liability Insurance
- Food Hygiene Certificates and ratings (if applicable)
- PAT Testing/ Gas Certificates (if applicable)
- Photos of stall/vehicle/mobile unit and products
- Fire Risk Assessment (if applicable)
- Health & Safety Assessment

**Fayre details:**

Event	Location	Type	Date	Times	Would you like to trade at this Fayre? Y/N

Spring Fayre	C.S. Lewis Square	Outdoor	Saturday 20 <sup>th</sup> April	11am – 3pm	
Summer Fayre	C.S. Lewis Square	Outdoor	Saturday 8 <sup>th</sup> June	11am – 3pm	
Summer Fayre	Victoria Park	Marquee	Sunday 9 <sup>th</sup> June	11am – 3pm	
August Fayre	C.S. Lewis Square	Outdoor	Sunday 25 <sup>th</sup> August	11am – 3pm	
Living the Greenway Fayre	C.S. Lewis Square	Outdoor	Sunday 15 <sup>th</sup> September	11am – 3pm	

### **General Fayre Criteria:**

1. We give priority to handmade, artisan products from independent traders and to those using locally sourced produce and products, local recipes, materials and crafts.
2. We aim for 70% of traders to be from the East/ Wider Belfast Area. The remaining 30% can be made up from other parts of NI/ Ireland. Preference shall be given to traders from East Belfast where other criteria are met.
3. We will give preference to traders who are environmentally conscious and use minimal plastic packaging.
4. Stalls and products must be of high quality and provide good value for money.

### **Living the Green Way Fayre Criteria:**

1. Priority will be given to traders who promote zero waste, minimal plastic packaging, upcycling, environmental awareness and sustainability.
2. Preference will be given to handmade, artisan products from independent traders and to those using locally sourced produce and products, and to those using local recipes, materials and crafts.
3. Stalls and products must be of high quality and provide good value for money.
4. Products should be ethically made and use organic materials where possible.
5. Preference will be given to traders from East Belfast where possible and only if other criteria are met.

**All products on sale must be reasonably priced and well presented.**

### **Costs**

**All stalls cost £10.  
Use of Electricity costs £10.  
Use of a Gazebo costs £5.**

*Costs from the Fayre will contribute towards the animation of the event.*

Any claims in relation to the standards of your products, e.g. 'Organic' must be documented and documentation must be displayed.

**It is important that you actively promote your stall/business and the Market prior to the event. Please make sure you tag CCG using the hashtags/accounts below.**

FB - @Connswater Community Greenway // @C.S. Lewis Square

Twitter - @ConnsGreenway

Instagram - Connswater\_Greenway

Hashtags - #cslsquare #connswatercommunitygreenway

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