

# CALL FOR STALLHOLDERS

**Prescot Elizabethan Fayre**  
**11am — 5pm**  
**Saturday 10 June 2023**  
**Prescot Town Centre**

Prescot's Elizabethan Fayre annually celebrates the town's Elizabethan heritage and the renaissance, with a contemporary twist. See 2022 event here [www.cultureknowsley.co.uk/prescot-elizabethan-fayre/](http://www.cultureknowsley.co.uk/prescot-elizabethan-fayre/)

## WHO CAN APPLY

We're looking for original and handmade artworks, screen prints, textiles, sculpture, jewellery, leatherwork, glass, handmade beauty products, accessories, decorations, independent clothing designers and local/artisan food producers etc. We're keen to hear from artists living or working in Knowsley. However, we can accept applications from artists within the city region.

Mass-produced items, or work you have not designed or produced yourself, must not be sold.

## HOW TO APPLY

Please read this document and complete [the online application form](#). You will receive a confirmation email shortly after you have pressed submit (if you don't get the email please check your junk mail folder, and if it's still not there email us at [info@culture.org.uk](mailto:info@culture.org.uk) – thanks!). There is a small £4 charge to submit your application which covers all administration required for handling applications.

**Closing date for applications Midnight 16 May 2023.**

For successful applicants, payment will be due by midday 30 May 2023.

## COSTS & STALL DETAILS

**Cost: £35**

**Stall footprint: 2m x 1.5m**

This space gives you one trestle table (approx. 1.8m x 0.7m) and one chair and a small amount of room for print racks or small freestanding displays to the front or side of your table. Your stall will be within an outdoor marquee in Prescot town centre with no access to water or power.

Please note: Stallholders should hold their own event and public liability insurance.

## REFUND POLICY

Unfortunately, refunds cannot be issued if you are unable to attend.

## SELECTION CRITERIA

Your application will be judged on the following points:

- Quality, uniqueness and consistency of work

- You must provide clear images of your work (either on your website, by upload or email) or your application will not be assessed.
- The price range your work falls into. It's important to have a mix of prices on your stall to appeal to a range of shoppers.
- Whether you offer to demonstrate your craft at the event or offer an arts activity (paid or free).
- The environmental ethos and credentials of your products; their design, production, manufacture, and packaging.
- Northwest applicants will be prioritised; however the organisers reserves the right to take a final view across all applicants to select those that meet the event objectives for a broad mix of original, handmade and high-quality work.

## CODE OF PRACTICE

This code has been produced to assist you (the Stallholder) and to outline your legal obligations when taking part as a stallholder at Prescot Elizabethan Fayre 2023. By applying to take part you agree to observe and comply with the following:

- Stallholders use the Venue and exhibit [their stall content] at their own risk and the Organisers cannot accept liability for any loss of and/or damage to any property of those exhibiting at the Event;
- Stallholders must only set up on their allocated stall and must ensure that neither they nor their stall content nor their temporary structures cause an obstruction or danger to any persons exhibiting, visiting or working at the stall area;
- All stallholders' temporary structures must be adequately installed and weighted for the outdoor;
- Stallholders must not permanently mark or damage their allocated space or any part of the stall area;
- If selling any food or beverages you must have all allergen information available;
- All equipment/belongings/cash kept within your area on the day are your own responsibility and we can accept no responsibility for loss or damage incurred;
- Stallholders must not in any circumstances cause obstruction to the public, and it is the responsibility of each stallholder to ensure that their stall area is kept free from litter and any other trip hazards for the duration of the Event;
- No electricity or generators will be offered or provided to stallholders, nor can any such electricity or generators be used by the stallholders;
- At the end of the Event, stallholders must immediately remove all temporary structures, property and litter from their allocated space;
- Stallholders agree to the recording of the Event for the documentation and promotion of the Organisers. Wherever possible stallholders will be credited;
- Stallholders are responsible for their own Tax and National Insurance.