



CANDICE

Craft Fair Events

Doncaster Deaf School - 2012 Dates

Following our hugely successful November 2011 event here, we have secured 4 dates for 2012.

Spring Craft Fair - Saturday 17th March (the day before Mothers Day)

Summer Craft Fair - Saturday 9th June

Autumn Craft Fair - Saturday 9th September

Christmas Craft Fair - Saturday 3rd November

Location

The College is situated directly opposite Doncaster Racecourse. The space we'll be utilising is the Sports Hall within the Warde Aldam Centre, which is a very large space often used for private and corporate functions. *This space has a capacity of 87 tables.*

Footfall & Customer Access

Footfall at this venue is expected to be good as past events there have been well attended according to my Doncaster contacts.

Stallholder Access/Unloading

Stallholders will be able to bring their vehicles right up to the doors at the rear of the sports hall to unload.

Advertising

There will be newspaper advertising in the Doncaster press as well as Rotherham, Worksop and other surrounding areas. A banner for the event will be mounted 1 month prior, directly opposite the Racecourse (to take advantage of the visibility afforded by the busy intersection and visitors attending the racecourse during that time).

Since it's in your interests to ensure good footfall, we will make available to download various promotional materials - please see each event's web page for details.

If you are attending other events at which you can distribute flyers, you can request printed flyers which you can put on your stall - please tick the relevant box on the booking form and state how many you will need.

Website Promotion

This event will have its own dedicated page on the Candice Crafts website: www.candicecrafts.co.uk

Upon booking, your name and craft description will be listed on the page with a link to your website if applicable. You will also be asked to supply an image or two to represent yourself on this page. This is extremely helpful for customers who like to see who and what will be there before the event. You can also use this page to check on stall availability before booking and also to see who else has already booked.

Stall Sizes & Fees

The trestle tables provided by the college are limited in number (approx 40) and will be allocated on a first come first served basis. We'd appreciate if you have access to a table not asking to borrow one, in the interests of co-operation.

Spaces will be allocated for a 6ft x 2.5ft table, including serving space. Fees are £35 for one table space and £30 for each subsequent table at the same event.

Extra space for additional tables or rails will be charged at £5 per foot (see our Terms & Conditions) so please measure these items and itemise them on your booking form with dimensions to allow us to plan the layout with accuracy.

Double depth stalls are available but have a limited allocation. Please tick the relevant box on your booking form. Your booking acknowledgment will state whether your request for double depth can be accommodated.

The floor plan overleaf is only a proposal and will be subsequent to change to accommodate stall bookings.

Discounted Fees

There is a **10% discount** on stall fees if you book all four dates at this venue. This discount only applies where stalls booked are identical in size on each date. Should you cancel any of these dates your refund will take into account the loss of this discount.

Health & Safety/Insurance

Any electrical items you may bring that need plugging in must be PAT tested. Battery items are OK.

We will need evidence that you have Public & Products Liability Insurance - further details can be found on the website on the Terms & Conditions page.

You will need to complete a risk Assessment - again, details will be found on the website on the Terms & Conditions page.

Access to power sockets

Access to power sockets is allocated to those who request this on the booking form, but please ensure you come equipped with any necessary extensions and/or adaptors on the day.

Limited Availability

Stallholders with popular crafts such as jewellery should note - similar stalls will be limited in number. For instance, no more than 9 stalls will be allowed for jewellery, or any other single craft.

Refreshments

As last November's refreshments arrangements were so well received, the Deaf Trust will again be providing drinks and snacks at very reasonable prices. However, you are allowed to bring your own food and drink if you prefer.

Deaf School - Max Capacity 87

