



**Armed Forces Weekend - Felixstowe  
Saturday 29<sup>th</sup> and Sunday 30<sup>th</sup> June  
Trade Stand Application Form**

**Please complete the required information below**

Name of Applicant	
Name of Organisation/Company	
Invoice Address	
Contact Number	
Contact email Address	

	Cost £ for weekend	Size of Pitch Required (WxD)	What will your stand be displaying/selling	Additional Notes
Charity Stand (Including Military Associations)	£FoC	3m x 3m ONLY Any bigger may require a small charge.		
Corporate/Business Trader	£95			
Catering (limited pitches)	£175			
<i>Extra Requirements</i>				
Power	£45	Power Rating -		

Completed application forms to be returned either to  
Ceremonial News, 41 Exeter Road, Felixstowe, Suffolk, IP11 9AT  
or [info@ceremonialnews.co.uk](mailto:info@ceremonialnews.co.uk)



## Traders Terms and Conditions

Please read and agree to the following terms and conditions and the following additional notes:

1. Armed Forces Day Team or appointed representatives shall not be held responsible or liable for loss, damage, or third-party claims of any description from entry or participation in this event.
2. Copies of all traders Public Liability Insurance (minimum of £5m), Risk Assessments, Health and Hygiene and associated documents must be sent with the trader's application form.
3. Payment to be paid within 14 days of receiving the invoice.
4. The consumption of alcohol during the event is prohibited.
5. Must operate during the times of Saturday 29<sup>th</sup> (1000 – 1800) and Sunday 30<sup>th</sup> (1000 – 1600)
6. **Vehicle Movement** - Vehicles must be parked or removed by 0900hrs on trading days. Please always follow marshal's instructions. When moving in the events area hazard lights must be used. **VEHICLES ARE NOT PERMITTED TO MOVE ON THE event site UNTIL AT LEAST 1830hrs (30 MINUTES AFTER TRADING ENDS). THERE ARE NO VEHICLE MOVEMENTS ALLOWED DURING TRADING HOURS.**
7. Armed Forces Day Team holds the right to refuse entry into the event without giving reasons.
8. Basic overnight security will be provided for the Friday and Saturday night. The Armed Forces Day Team WILL NOT be held responsible for any equipment left on site overnight.
9. It is the responsibility of the trader to ensure their stand is safe and weighted down correctly. All stands will be on hard standing.
10. The position of the trade stands will be at the discretion of the event team.
11. No trader has the right to sub-let or permit anyone using any part of the stand space without Armed Force Day Team permission.

If any rules are broken the Armed Forces Day Team reserves the right to refuse entry to future events.

All forms must be returned by 20<sup>th</sup> May 2024

(Please read and sign below and return with the Traders application form)

Traders Name	
I agree to adhere to the above terms and conditions and the additional notes.	
Signed	
Date	