



Council Offices ▪ Pine Grove ▪ Crowborough ▪ East Sussex TN6 1DH  
Telephone 01892 652907  
VAT No: 210 4938 90

**Booking form for Commercial Business**

1<sup>st</sup> September 2023

**Crowborough’s Christmas Fair**

Crowborough’s Christmas Fair is scheduled to take place on Friday 24th November. Booking is now open for pitches, the cost of which is £20.00 per pitch.

For those wishing to participate, subject to weather conditions, we will be able to offer undercover stalls with 6ft table which will be situated in the High Street. Although stalls will be supplied with overhead lighting, it is advisable to bring another form of lighting for your stall by way of light strings or other battery driven lamps, as well as chairs if required. Please note, you cannot enter the stall from the rear and the trestle tables are part of the structure. To be able to get behind the trestle table you will need to be able to bend under it which may be problematic for some. **Please consider this before you proceed with the booking. Alternatively, you may decide to remove the table in front and place your own table, inside the marquee, against the back wall. This would allow you to get access in and out of the marquee without bending down.**

**Pitches will be available to businesses at a cost of £20.00 per pitch and, as we have a limited amount available to us, they will be allocated on a “first come, first served basis”. Please note pitch fees are non - refundable.**

Please return the booking slip with together with a copy of your public liability insurance, by **October 4<sup>th</sup>, 2023**, if you wish to participate in the event. Please find payment details below.

**VAT Reg Number:** 210 4938 90

**BACS information**

Bank: National Westminster (NatWest)

Sort Code: 60-06-27

Account Number: 60803959

Account Name: Crowborough Town Council

**Please note that NO water or electricity will be available.**

**CHRISTMAS FAIR 2023**

Name of Organisation: .....

Full Name: .....

Address.....

.....

Telephone Number: .....

Email address.....

**Signed**.....

**Dated**.....

Mia Kelly  
events@crowboroughtowncouncil.gov.uk

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