

Please complete this form, sign, scan and email it to talent@cityshowcase.co.uk

Joint submissions will be considered but artists wishing to share a stand should complete one form. By signing and submitting this form, you confirm your acceptance of the separate Terms & Conditions and the information set out in the Stallholders' Handbook .

TRADER INFORMATION

(all information required as we shall be applying to the relevant Council on your behalf)

Please attach your latest CV.

Your Business/Trading Name (for promotional purposes)	
Your Company Name and status (e.g. limited company or sole trader etc – for invoicing purposes)	
Name of Owner of Business	
Person responsible onsite	
Date of Birth of Person responsible	
Company/Business Address	
Company Registered Number	
If Student – Name of University and graduating year	
Telephone Number	
Mobile number	
National Insurance Number of person responsible onsite	
Email address	
Website address	
Facebook address	
Twitter address	
Which Market are You applying For?	
What goods do you trade in?	
Please state where (if anywhere) your work and the goods are currently on sale to the public	
What fee option would you like to sign up to? (see options 1 and 2 below)	

FEES

Stalls will be charged at the following rates. At our discretion we will allow traders/businesses to share a stall. * online sales are subject to both applicant and City Showcase agreement

OPTION 1

This is designed for small businesses, sole traders and students where the ticket price for most of the goods sold is below £100.

Stall Fee (this needs to be paid in advance)	£50
Percentage of Sales (Sales Commission)	10% of sales from the stall and on-line *
*	At the Market: This will be collected at the end of the Market day for stall sales. On-line: the purchase price and P&P is collected by PayPal. Of the gross income, City Showcase deducts 10% as a sales fee/finder's fee; PayPal deducts 5%; the contact details are sent to you to distribute the product.

OPTION 2

This is designed for larger businesses, designers who already have some significant distribution/retail outlet and/or for goods that are largely in excess of £100

Stall Fee (this needs to be paid in advance)	£350
Percentage of Sales For on-line sales only (Sales Commission)	10% of sales on-line *
*	On-line: the purchase price and P&P is collected by PayPal. Of the gross income, City Showcase deducts 10% as a sales fee/finder's fee; PayPal deducts 5%; the contact details are sent to you to distribute the product.

APPLICANT'S AGREEMENT

I wish to apply for City Showcase Market Stall and confirm that the information given by me on this form is correct. I realise that giving false information could lead to prosecution. I have read and agree to the Terms and Conditions For Stallholders and the Stallholders' Handbook.

Please note that if you are selected to take a market stall at a City Showcase: Market the relevant Council Trading Licence that is required will be provided by the Council to City Showcase Limited under an umbrella trading licence. It is important therefore that all details provided by you are correct. You will be a legal licensee to City Showcase Limited.

Signature	
Date	
Print Full Name	

Data Protection Act 1998:

The information provided by you will only be used for the purposes of this application and will be protected under all relevant data protection legislation and such information will not be disclosed by us to any third party without your consent.