



🎄 Moretonhampstead Christmas Market & Light Switch-On 2026 🎄 Stall Holder Agreement & Application

Event Date: Saturday 28th November 2026

Event Time: 2:00 PM – 6:00 PM

Location: New Street & George Street, Moretonhampstead

Cost: £15 per 3m pitch (payable in advance)

We are delighted to invite traders, makers, charities, and local businesses to apply for a stall at the 2026 Moretonhampstead Christmas Market & Light Switch-On. This popular outdoor event features festive entertainment throughout the afternoon and the grand light switch-on at 5:30 PM.

Submitting this form is an application only. Pitches are allocated to ensure a balanced market and to avoid duplicated stalls.

Booking Process

1. **Application:** Submit this form with full details of your stall.
2. **Review:** Applications are assessed for suitability and to avoid duplication.
3. **Approval:** If approved, you will receive an invoice for the pitch fee.
4. **Payment:** Payment must be made within 7 days of the invoice date to confirm your booking. Unpaid invoices will result in the pitch being released.
5. **Confirmation:** Once payment is received, your pitch is confirmed.



Stall Holder Agreement

By submitting this application, you agree to the following terms and conditions:

1. Insurance & Risk:

Stall holders must hold valid public liability insurance and submit a risk assessment upon acceptance. You are responsible for the safety of your stall, equipment, and activities.

2. Licensing & Certification:

You are responsible for displaying relevant Food Hygiene Certificates and/or Alcohol Licences if required.

3. Equipment & Clean-Up:

Stall holders must provide their own table and gazebo and ensure all waste is removed from their pitch at the end of trading. Waste must not be left on site or placed in public bins.

4. Electricity:

Electricity is not provided. Any independently supplied electrical equipment must be safe, PAT-tested where applicable, and cables must be secured to avoid trip hazards.

5. Weather:

The event will proceed in all weather. Please ensure your stall is adequately weighted and weatherproof.

6. Payment:

Pitch fee: **£15 per 3m pitch**, invoiced upon approval. Payments are non-refundable, except where Government restrictions prevent the event from taking place. Bookings are not confirmed until payment is received.

7. Set-Up & Take-Down:

- Set-up from 12 noon.
- All vehicles must be off-site by 1:45 PM.
- All stalls must be cleared by 7:00 PM.

Application Details

Please complete all fields:

Business / Organisation Name:

Contact Name:



Email Address:

Phone Number:

Description of Stall (goods, food, activities):

Stall Size (Length x Depth):

Public Liability Insurance provider and Expiry Date:

Signed: _____

Date: _____

Application Deadline

All applications must be received by:

Friday 16th October 2026

Invoices will be issued upon approval. **All payments must be received by Friday 23rd October 2026.** Bookings cannot be accepted after these dates due to administrative constraints.

Contact

If you have any questions, please get in touch. We look forward to welcoming you to Moretonhampstead's Christmas celebration.