

Royston May Fayre

Bank Holiday Friday 8th May 2020 - Priory Memorial Gardens

LOCAL CHARITIES AND NON PROFIT MAKING ORGANISATIONS

You are invited to apply for a pitch at the 2020 May Fayre, please complete and return the form below by **20th March 2020** to Royston Town Council, Town Hall, Melbourn Street, Royston, Herts. SG8 7DA.

Email: enquiries@roystontowncouncil.gov.uk

Tel: 01763 245484

PLEASE NOTE:

- ◆ All pitches must be pre-booked –you will receive a confirmation of your booking
- ◆ Stallholders must provide their own tables/gazebos/generators. All Gazebos must be secured to the ground at all times and generators must be fenced off from the public and petrol stored away from generator.
- ◆ Vehicles are only allowed in the Priory Memorial Gardens for unloading and **must be removed as soon as unloading is completed** to allow room for other stallholders.
- ◆ No vehicle movement will be allowed on site between 11.30 a.m. and approx 4.45 p.m.

£5.00 donation each standard size pitch (10ft x 10ft) PAYABLE WHEN BOOKING

CAR BOOT SALE or COMMERCIAL PITCHES ARE NOT AVAILABLE

PITCH APPLICATION FOR ROYSTON MAY FAYRE 2020

Local Charity and non-profit making organisations only

NAME OF ORGANISATION: _____

CONTACT NAME: _____

ADDRESS: _____

TELEPHONE NO: _____

EMAIL: _____

Are you raising money for your own group/charity? **YES/NO** (circle as appropriate) if yes, please submit details e.g. headed notepaper with charity registration number.

£5.00 donation each standard size pitch (10ft x 10ft) PAYABLE WHEN BOOKING

Number of pitches required (1 pitch 10ft x 10ft): _____

Are you bringing a gazebo? YES/NO How many? _____ Size/s _____

Please note if your gazebo is larger than 10ft x 10ft you will need to book 2 pitches

Proposed nature of activity: _____

Admission to and participation in Royston May Fayre 2020 is at the sole discretion of Royston May Fayre Committee, which reserves the right to refuse admission or right to participate to any applicant or intended participant. In such circumstances, Royston May Fayre Committee's decision will be final.

Please ensure that you read and sign the attached privacy notice.

Privacy Notice

Royston Town Council is the Data Controller for the information that you provide.

What information do we collect?

We collect information about you when you apply for a May Fayre pitch and complete a pitch booking form.

How will we use your information?

We collect information to enable us to provide you with a pitch for the May Fayre and send confirmation to you. Your information is stored securely by Royston Town Council and is not shared with any third parties.

Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information then please email admin@roystontowncouncil.gov.uk or write to us at the Town Council offices. We may make a small charge for this service. We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

Declaration

I understand the following:

You will use the information I have provided to reserve my pitch for the May Fayre and correspond with me regarding the May Fayre.

I can withdraw my consent at any time for Royston Town Council to hold my personal information. This must be in writing.

I declare that the information I have given on this form is correct and complete.

Signed.....