



March Lions Club Gala 2026 Booking Form

Saturday 13th June 2026

Charity stalls £10.00 per pitch
Business stall £25.00 per pitch

(Pitch Size is 4.5 metres
wide by 5 metres deep)

Group/Business Name:	
Contact Name:	
Address:	
Telephone No.:	
Email:	
Registered Charity Number:	

(if you are not a registered charity and you have not previously had a stall with us, please enclose your headed notepaper or other organisational proof if you wish to have a charity stall)

PLEASE NOTE: Set up time is between 8.30 and 10:00 with **no** vehicular movement after 10:00.

I confirm that I have read and understood the Terms and Conditions set out overleaf and will ensure that all those assisting the stall-holder on the day will be made aware of these:

Signed:

Dated:

Please return completed form, with payment to:

Lion James Martin, 2 Cromwell Road, March, PE15 8NA
or Email: events@march-lions.org.uk

Payments can be made by Cheque or Bank Transfer to:

Account Name: March Lions Club
Account Number: 86731653
Sort Code: 53-81-42
Reference: [Name] - June Gala

(Please enclose any cheques with this form)



March Lions Club



Thank you for your booking for a stall at one of our events. The terms and conditions for the booking are set out below:

Terms and Conditions

1. Pitches are 4.5 metres wide by 5 metres deep and all equipment should be kept within this space.
2. Bookings are fully refundable up to 7 days before the event. Any bookings cancelled less than 7 days before the event are unable to be refunded. Should the event be cancelled due to circumstances beyond our control by the organisers, a full refund will be offered to all stallholders.
3. Stall holders are to set up between 08:30 and 10:00. Please report to the Lions at the agreed location and you will be shown to your pitch. Set up times are subject to change. Should this be the case, this will be communicated to you prior to the event. Please do not arrive before the agreed set-up time as we may not be in a position to allow your vehicle onto the park. All vehicles will be escorted off the park between 16:00 and 17:00. When you are ready to leave, please locate a member of the Lions to escort you.
4. Dipped-beam Headlights should be kept on during vehicle movements. Hazard warning lights **should not** be used. Please follow the instructions of the Lions escorting your vehicle. Please be aware there may be a one-way system in place for vehicle entry and exit from the park.
5. There will be no vehicle movements for stallholders outside of the set-up and pack down times.
6. Stall holders may keep 1 vehicle on the rear of their pitch, or in the allocated parking area, during the event. **Vehicles longer than 4.5 metres must not be parked side-ways on so that they encroach beyond the allocated space.** Other vehicles should be removed from the park by the end of the set-up period. The nearest public carpark can be found on City Road.
7. No Vehicles are to move without being escorted by the Lions.
8. All Stallholders and their Vehicles are to be escorted off the park by **17:00**. No vehicle related to the March Lions Gala may be left on the park after 17:00.
9. Stallholders are reminded to keep within their designated pitch and to respect their neighbours.
10. Gazebos must comply with the relevant British Standards. By signing and returning this form you are accepting that to the best of your knowledge your gazebo is 'fire retardant', and thus compliant with the relevant standards.
11. Stall-holders are advised to bring weights to hold down gazebos in the event of strong winds.
12. Tent or gazebo ropes/pegs/weights should have high-visibility tape or flags attached to them to draw attention to potential trip hazards. The safety of stall holders and the public should be kept in mind at all times.
13. There must be no blocking of fire-breaks by materials or vehicles.
14. Stallholders should have 2 x 1 litre bottles of water readily to hand for sluicing in case of corrosive material attack.
15. Stall holders are responsible for clearing their own rubbish by taking it away or using the bins provided.
16. There must be no build-up of flammable rubbish in gaps between stalls/gazebos.
17. If assistance is needed at any time please return to the March Lions Stall.
18. Please remember that everyone involved with the Gala is a volunteer.
19. No alcohol should be available on any stall either for sale or as a prize on the day. **West End Park is officially an alcohol-free zone.** Stall-holders will be asked to remove any alcohol on their stall.
20. By reading the above terms and conditions, and signing overleaf, you accept your compliance with them in line with the event risk assessment.

Please retain a copy of your completed booking form.

We hope you have a successful and enjoyable day.