

**Charlestown Christmas**

**Market 2025**

**22nd & 23rd November**

**11am to 4pm each day**

Charlestown Christmas Market is located within the Sports Hall, Drama Studio and the Pavilion at Penrice Academy, Charlestown. There is enough parking for up to 4,000 visitors, easy access and local parking for traders. The site is fenced and there is video surveillance and regular physical security checks through the night, meaning your stock should be safe to leave overnight, although we can’t guarantee that. We will be organizing our normal full programme of live musical entertainment mainly from choirs. Our marketing will be as extensive as it was in previous years. We had large crowds on both days in 2022, 2023 & despite awful weather, again in 2024. Many traders reported record sales on Saturday or Sunday, or for some, both days! Many have already booked their pitches for 2025. Please note that pitch prices are for the whole weekend.



PLEASE NOTE – WE DO NOT SUPPLY TABLES OR CHAIRS SO PLEASE BRING YOUR OWN

**CHARLESTOWN CHRISTMAS MARKET**

**2025 BOOKING FORM**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Price for 1 or 2 pitches** | **No. of pitches reqd.****(8ft x 6ft)****(2.5m x 1.8m)** | **Deposit reqd. @ £50 per pitch** | **Total cost** | **Amount sent** |
| **Sports Hall (Wall)** | **1 = £150****2 = £270** |  |  |  |  |
| **Sports Hall****(Aisle)** | **1 = £140****2 = £250** |  |  |  |  |
| **Drama Studio or corridor** | **1 = £90****2 = £160** |  |  |  |  |
| **Drama Studio & corridor****(charity price)** | **£50** |  |  |  |  |
| **Pavilion** | **£75** |  |  |  |  |
| **Outside caterer****(up to 15ft)** | **£100** |  |  |  |  |

 **You can pay either the deposit (£50 per pitch) or full payment in advance**

**Please note – Dibb Events is not VAT registered**

**Your name**

**Business Name**

**Address for correspondence**

**Telephone**: **Landline** **Mobile**

**Email address** **Website**

**Business description** – what products you sell

**Products description** – where your products are made and who makes them

Please send cheque, made payable to Dibb Events, or transfer deposit to Dibb Events *40-21-42 a/c 40006394*. See other payment options below. An invoice for final payment will be sent for settlement 4 weeks prior to the event. **Please return this form to: Dibb Events, 3 Charlotte Gardens, St Austell, Cornwall, PL25 4PS or send electronically to** **alan@dibbevents.co.uk**

**Booking Conditions**

1. A deposit per pitch is required with booking. For amount see booking form above. Pitches are approximately 8ft x 6ft (2.5m x 1.8m). We are able to allocate unusual sizes (e.g. 1.5 pitches) by agreement. Please note that the 8ft dimension is your frontage.
2. Dibb Events reserves the right to accept or reject bookings to keep a balance of business types, and on grounds of quality.
3. By submitting this Booking Form, you are agreeing to our conditions of booking as detailed in this document.
4. **Payments**

**Cheques** Dibb Events

**Bank Transfers** Dibb Events Sort Code 40-21-42 A/C No. 40006394
**Business** **address** 3 Charlotte Gardens, St Austell, Cornwall PL25 4PS

1. **Refunds** We will offer refunds if we are able to re-book your pitch.
2. If you require electricity on your stand, please bring an extension cable and 4-way splitter in case your pitch is some distance away from the nearest power outlet.
3. Exhibitors are responsible for removing their own rubbish at the end of each day.
4. The trading hours are 11am to 4pm each day. These are the hours during which the stands must be open to the public. We aim to present the best possible show for visitors, hence early dismantling is not allowed. If you sell out, please leave your stand in a tidy state and return at the end of the normal trading hours to break down your stand. Set-up details will be sent to you nearer the date of the event.
5. Dibb Events will do all it can to assist traders. This will include covering your stand whilst you need a short break etc. Whilst this is our ambition, it cannot be guaranteed as it depends on many factors.
6. You are responsible for your own public liability insurance. Electrical equipment will need to have been tested for electrical compliance, and Basic Food Hygiene certificates will be needed where food is cooked and offered as samples or for sale. You will be expected to comply with any current regulations governing the sale of your goods or services.
7. You are highly recommended to take out cancellation insurance if you stand to suffer losses if the event has to be cancelled or postponed.
8. Covid-19 has been a major factor since January 2020, and we cannot be certain that events such as the Charlestown Christmas Market will be able to run as it has in previous years. There may be certain restrictions in place imposed by outside agencies, in which case traders will need to comply with these regulations.
9. The Sports Hall is where the majority of live entertainment will take place. Recorded seasonal music will be played in the Drama Studio. The pavilion is a large covered outdoor area containing several picnic benches used by customers of the outside caterers.

**VERY IMPORTANT NOTE**

**We pride ourselves on maintaining very high standards with our choice of traders and the products they sell.**

**We do understand that some items are necessarily sourced from other countries, e.g. some traders import semi-precious stones to turn into jewellery. Also, none of us could have a cup of tea or coffee at our events if we banned all imports! We also understand that some traders do import ethically produced goods as a way of enhancing their overall offering, or because they are supporting those in greater need than ourselves, but we do insist that there is no attempt to pass off imported goods as locally produced.**