

APPLICATION FOR TABLE(S) AT TABLE TOP SALE



The Parish of
St Mary the Virgin
STANWELL
&
St Matthew
ASHFORD

Hirer

<i>Name of Group/Individual</i>	<i>Day and Date of Event</i>	<i>No. of tables</i>
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<i>Contact name and address</i>	<i>Telephone numbers</i>
	<i>E-mail</i>

Proposed produce

Please attach a £25 cheque (made payable to St Matthew's Church Hall Maintenance Account).

<p><i>Please return to:</i> The Parish office The Vicarage Ashford, Middlesex TW15 2NY 01784 259093</p>	<i>Signature</i>	<i>Date</i>
	<p><i>If you wish to be contacted in the future regarding events in the parish that may be of interest to you, please mark this box</i> <input type="checkbox"/></p>	

TABLE TOP SALE GUIDELINES

ALL Tables must be booked and paid for in advance.

- Tables will be allocated in order of booking; requests for a particular location will be considered but not guaranteed.
- All goods offered for sale must comply with any relevant legislation particularly in relation to health and safety.
- Only refreshments provided or organised by the Parish will be allowed.
- Raffles etc. will not be allowed without prior permission from the Parish.
- Sellers' vehicles should be removed from the car park during the sale wherever possible.
- All unsold goods must be removed from the Hall as soon as possible after the close of the sale.
- The Parish will not be responsible for any loss or damage unless caused by negligence of Parish Staff.
- Please be aware that Fire Procedures are posted near the Main Door and Health & Safety arrangements and emergency contact numbers are all displayed in the Foyer.