

EYE TOWN COUNCIL

Market Application form

Eye has a population of over 2,000, and the town is a hub for the local area with many people travelling to work in the local industrial estates, hospital, and schools. We run our outdoor market Fridays throughout the year.

- A stall space is approximately 2m x 2m and costs £20.00 to non Eye residents and £16.00 to Eye residents.
- The market is small and because we want to balance consumer choice with the need for traders to make a reasonable profit we try to have a variety of stalls.
- If you are interested in applying for a stall at our Market please complete the form below and email to townclerk@eyesuffolk.org. Or post to Wendy Alcock, c/o 20 Broad Street, Eye, Suffolk, IP23 7AF Tel No 07713 196251

Trading Name:

Company Address:

Post Code

Tel No:

Mobile Tel No:

Email address:

Product Description (Please include all types of produce you may wish to sell)

We require all market traders to have a minimum of 1million pounds public liability insurance cover.

Please attach copy of certificate.

When selling food we require Food Hygiene Certificate issued by your home local authority.

Please attach a copy.

Any Special Requirements:

MARKET RISK ASSESSMENT

Risk/Hazard	Mitigation	Recommendations/Controls
Weak tables and equipment	Stallholders asked to agree to review the strength and condition of tables and equipment on site.	Tables and equipment regularly inspected
Electrical cables	Stallholders asked to ensure any cabling and equipment is as safe and electrical equipment regularly checked.	Annual checks completed
Gazebo's/stall	Stallholders agree to ensure ensure any gazebo or shelter used is suitable and safe for use near the public. This includes adequate anchorage in windy conditions	Appropriate weights used.
Tripping	Stallholders place produce right up to the kerb which would tend to discourage individuals from stepping off. Stallholders advised not to place produce on pavement and display signs warning public of step.	Signage if required
Food Safety	Stallholders ensure food is kept hygienically. Stall holder is expected to have appropriate food hygiene and certification for any products sold.	Copy to Clerk
Additional risk		
Additional risk		

I agree to undertake the necessary risk management actions and ensure I have a minimum of 1 million pounds public liability Insurance. I will inform the Clerk of the days I trade and agree to pay rent monthly by invoice issued by the Town Clerk.

NAME OF INDIVIDUAL _____

Signature of Individual _____

DATED