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 **Golowan Festival Dates 2026**

**Mazey Day – Saturday 27th June 2026**

 **Quay Fair Day – Sunday 28th June 2026**

**STALLS INFORMATION AND APPLICATION FORM**

 **PLEASE READ CAREFULLY**

Welcome to the final weekend of the Golowan Festival when, on Mazey Day, visitors crowd the town centre to watch the parades and browse the markets, while on Quay Fair Day, the focus moves to the harbour area and the promenade.

## IMPORTANT INFORMATION AND BOOKING CONDITIONS

* Submission of your application does not guarantee a place. However, you are encouraged to apply early. Stallholders who have been with us before may be given preference. Arrival instructions will be issued two weeks before the Festival.
* We receive lots of applications from Caterers and we advise to send in your application promptly but to be aware that we choose caterers to ensure a wide range of choice for the public so this means that caterers will not be chosen on a first come first served basis.
* Included in your pitch fee is insurance to cover reimbursing your pitch fee in case of Golowan Festival being cancelled due to extreme weather. The choice to cancel the event is the decision of the Golowan Festival Safety Team. If a trader cancels or decides not to trade due to bad weather but the event is going ahead the trader will not receive a refund.
* There will be an administration charge of 25% for cancellations before 31 May if we are unable to reallocate your pitch. We regret that fees cannot be reimbursed for cancellations received after 31 May. No refunds will be made to stallholders who are unhappy with their pitch location.
* Completed application forms, along with a copy of valid Public Liability Insurance (unless it is due to expire before the markets, in which case it may be sent once renewed), caterer’s documents - RA, Food Hygiene/Safety Certs, checks on electric or gas equipment in use and payment should be sent to the Golowan Office or emailed to: trade@golowanfestival.org
* Street Trader Permits from Cornwall Council are no longer required by general traders or caterers as the market is within an event.
* In agreement with the Police and Cornwall Council Licensing we will not be taking applications from traders selling alcohol and alcohol related products.
* Penzance has made a real stance at becoming a more environmentally sustainable town and Golowan is working with Plastic Free Penzance to forward sustainable initiative for this year’s festival. We therefore ask market traders to do their bit to support this and we will be unlikely to accept applications from traders selling plastic goods. Where possible we are asking traders to NOT use plastic bags or plastic labels/packaging and for caterers to use paper and wood consumables that are recyclable or compostable instead of plastic. We will have recycling bins for plastic around the town during the event but the more we can do to avoid its use the better. If you have any questions about this then please contact us for more information. Below is a link to Plastic Free Penzance website.
* <http://www.plasticfreepz.co.uk/>
* Charities and voluntary organisations will need to get a street collection permit if they will be taking payments in any form from the public. There is no charge for this but it must be done by the charity/organisation liaising directly with Cornwall Council Licensing Office. Golowan Festival CIC will not be applying for these permissions. Here is the link for information:
* <https://www.cornwall.gov.uk/advice-and-benefits/licences-and-street-trading/street-collections-licence>.
* You may complete and submit the street collection licence application on line or post it to: Licensing, Cornwall Council One Stop Shop, Dolcoath Avenue, Camborne, TR14 8SX. Please do not send this application to Golowan.

If you have any difficulties you should contact CC Licencing Department at licensing@cornwall.gov.uk or on 01209 615055.

It is up to the person booking the stall on behalf of the charity to ensure that the CC permit has been received and it is essential that charities bring their Street Collection Permit to the market and display it on their stall.

* + - * Once we get your stalls application and payment, we will email you a receipt. If you do not receive this within 2 weeks please contact us to check that we have received your application.
* Full payment is required with your completed application (no post-dated cheques, please).Cheques should be made payable Golowan Festival CIC. If you want to pay by bank transfer then tick the appropriate section later in this application and we will send you an invoice with our bank details.
* A copy of your Public Liability Insurance must be included with your application unless it is due to expire before the markets in which case you may send it as soon as it is renewed. You will not receive confirmation and joining instructions until we receive a copy of this and other documents as applicable.
* Golowan Festival accepts no responsibility for any loss or damage which may arise directly or

indirectly during the event.

* No electricity/water/gas is supplied. ‘Silent’ (low level noise) generators may be used.
* Trading in henna tattooing is allowed only by prior arrangement.
* Stallholders are required to keep all adjacent steps and ramps clear for pedestrians, to keep within their allocated area and to remove all rubbish from their site at end of the day.
* Food stalls must supply their own rubbish bins and keep their immediate area clean. All crockery and cutlery etc must be recyclable or compostable. **The organisers do not provide tables, chairs, gazebos or blocks to level your stall.**
* We ask all stallholders to present their areas as attractively as possible.
* Roads within the market areas are likely to be closed from 07:00 to 19:00 (open earlier if safe to do so).
* Your vehicle must be clear of the closed areas by 08:30 on Saturday and 09:30 on Sunday.
* Vehicular access for stallholders to pack down is allowed after 17:00 but only when is deemed safe. Please wait for announcements. Long delays may occur if pedestrians stay late. To assist street cleaning, your vehicle must leave no later than 19.00. Safety is our priority and we do appreciate your cooperation.
* We will confirm the exact road closure times when we send confirmation and arrival details in which you will be given a pitch number and location – you will receive this information approximately two weeks before Mazey Day.
* Stallholders delaying packing up risk not being invited back to the festival.
* Please respect our volunteers who give up their free time for your benefit.

**Traders failing to comply with any of the above conditions may be closed down.**



Business/Organisation Name.......................................................................................................................

Trading Name (if different from Business name)……………………………………………………………….

Forename/s........................................................................ Surname.............................................................

Title ...............................................................Address..................................................................................

 Post Code

Email Website

Daytime telephone no/mobile no...................................................................................................................

Nature of business /

Description of products to be sold

Size of pitch required (*Please check calculations as incorrect information may lead to cancellation)*

Frontage ft. Depth ft. Height.................................ft.

Height of stall should not exceed 10ft/3 metres

Previous year’s trading position **\***

*\*Specific positions can be requested but are* ***NOT*** *guaranteed. Refunds will not be given because traders are unhappy with their pitch location.*

*Please note that generally gazebos cannot be erected above stalls in Causeway Head.*

**Please indicate the space you require and on which days:**

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| --- | --- | --- |
| **TRADE CATEGORY** | **COST OF STALL SPACE****(6FT FRONTAGE)** | **EXTRA SPACE****PER FOOT (frontage)** |
|  | **SATURDAY** | **SUNDAY** | **BOTH** | **SATURDAY** | **SUNDAY** |
| **General Traders\*** | £120.00 | £100.00 | £170.00 | £17.00 | £15.00 |
| **Charities/Voluntary****Organisations \*\*** | Price as above less 50% | Price as above less 50% | Price as above less 50% | Price as above less 50% | Price as above less 50% |
| **Caterers \*** | £150.00 | £140.00 | £240.00 | £20.00 | £15.00 |

**\*** Traders and caterers with existing businesses in Penzance (not market traders) may deduct a 25% discount from the cost of their stall.

\*\* Charities and Voluntary Organisations will be charged traders’ costs less 50% which should be deducted from the cost of the stall and any extra space required.

**The cost of stall space is for the initial 6ft. If you need more than 6ft then please ensure you include the cost per foot of the extra space needed for each day of trading.**

**Payment calculation examples:**

**General Trader – 10ft (3m) Both days = £170 + £68 + £60 = Total £298**

**Caterers – 10ft (3m) Both Days = £240 + £80 + £60 = Total £380**

**Please ensure that you include any extra feet when calculating payment.**

Cheque enclosed £ made payable to **Golowan Festival CIC**

I wish to pay £………………..by bank transfer.

Please send me an invoice with Golowan bank details………………..

***Please ensure that your cheque is for the correct amount, do not forget to include the cost of any extra space that you require. If you wish to pay by bank transfer then please email application form to –*** ***trade@golowanfestival.org*** ***.*** *If you have a query over this please contact the Golowan Office. Please do not send cash. Post-dated cheques are not accepted.*

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Post your stalls application form, payment, a copy of your public liability insurance and other certificates as applicable to:

**Market Stalls, Golowan Festival Office, The Barbican, Battery Road, Penzance TR18 4EF.**

For further information, please contact the Golowan Festival Office – tel. 01736 369686, or email: trade@golowanfestival.org .

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| I declare that I have checked the information given on this application form and to the best of my knowledge and belief it is correct. |
| GDPR/Data Protection Act 1998The Data Controller (in this instance Golowan Festival CIC and Cornwall Council) is required to comply with the Data Protection Act 1998 (“the Act”) in respect of personal data provided by the Applicant. Section 4 (4) of the Act provides that, subject to Section 27 (1) of the Act, it is the duty of a data controller to comply with the data protection principles in relation to all personal data of which it is a controller.Please be reminded that your booking details/personal data may be disclosed to Cornwall Council.Please note that Cornwall Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see [www.cornwall.gov.uk/nfi](http://www.cornwall.gov.uk/nfi)

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| --- | --- |
| Applicant's signature........................................................ | Date........................................ |
| Business/Trading Name.................................................. |  |

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Please complete all sections of the application form, as incomplete applications may be returned to the applicant.

Please note that occasionally additional information may be required in order to process the application.