



# THE ARTEMIS GATHERING 2019



## The Artemis Gathering

BM Artemis

London

WC1N 3XX

Web : [www.witchcraft.org](http://www.witchcraft.org)

0203 303 3290

## Trader's information –The Artemis Gathering 2019

Dear Trader,

We are holding this outdoor event in a friendly family atmosphere situated in 98 beautiful acres of the Staffordshire countryside. The event is being held on the 23rd, 24th, 25th, & 26th of August 2019 at the Kibblestone Scout Camp, Kibblestone Road, Oulton, Stone, Staffordshire, ST15 8UJ

The event will provide an excellent opportunity for all traders to promote their products. Once your registration and payment has been received, your application to trade will be considered by the promoters. Upon acceptance your payment will be processed. You will be allocated a position on the site on arrival at the Artemis Gathering.

It is important to fill out the forms carefully summarising your products. Please ensure you return the form promptly as we cannot reserve any stalls without payment and a completed form, and please do not forget to **include a copy of your trading insurance!** We are asking that all stall traders donate a small prize to the raffle. If you are a full member of the Children Of Artemis you are entitled to a discount on the price of a stall – please be sure to include your membership number on the form.

Please note that each trader will be allocated a total space of 6m wide by 3m deep with a 6m x 3m wide space behind to park your vehicle and/or put up your tent. Larger spaces are by arrangement, so if you need more space please contact us before you book. Please note that tables, chairs & electricity are **NOT** provided. Dogs are welcome but must be kept on a leash at all times and all mess must be cleared. Please remember to bring your own tent and camping equipment. The booking includes one vehicle, you will need to purchase a ticket for additional vehicles, please note unregistered vehicles will not be permitted on site.

The event will include a marquee with catering & bar facilities where you can purchase food & drink available for vegetarians, & omnivores. Talks and workshops will be held in buildings and marquees on site.

We anticipate the loading-in time for stallholders will be approximately 12.00pm on Friday 23rd of August.. Trading will start by 7pm Friday. Further details will be sent with your confirmation nearer the time, including: directions to the campsite. If you have any questions, please do not hesitate to contact us at the address or phone number above.

If your stall booking is accepted you will be sent a confirmation letter. Only traders who have received this confirmation have a booking, so please ensure you have your acceptance letter before attending the event. Please note that applications from traders with overdue payments on any Children of Artemis, Witchcraft & Wicca magazine, or Witchfest accounts will not be accepted. Cheques received for unsuccessful applications will be returned.

We hope you are looking forward to this event as much as we are and look forward to meeting you all there.

Bright Blessings

*Merlyn*

The Artemis Gathering Team

# The Artemis Gathering

## Traders Product List

Trading Name:

Contact Name:

### Product List

ALL product types to be sold must be listed to minimise clashes with other traders. Please note that you cannot sell product types that are not listed on this form at Artemis Gathering. For safety reasons any form of blade must be sold well wrapped.

**The Artemis Gathering Booking Form**  
**23rd, 24th, 25th, & 26th of August 2019**  
**Registration Fee per pitch (Price includes 2 Tickets)**

**Trader's Weekend Pitch.**

Gold Members price	-	£150	<input type="checkbox"/>
Full CoA Member's price	-	£170	<input type="checkbox"/>
Non-Member's price	-	£180	<input type="checkbox"/>

**CoA Membership No:** *(if appropriate)* \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Product Type(s):** \_\_\_\_\_

**Names of stallholder and staff:** \_\_\_\_\_

*A maximum of 2 staff are permitted for a single stall including yourself, all of the names of stall staff must be noted on this form. All stallholders and their staff will be provided with security wristbands, which must be worn at all times within the site. The wristbands are the responsibility of the trader and will not be replaced if lost, additional wristbands may be available at additional cost at the organiser's discretion.*

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Post Code:** \_\_\_\_\_

**Telephone no:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Vehicle Registration:** \_\_\_\_\_

*Please note there is only one vehicle included within this stall booking.*

*Space for parking/camping behind your stand is 6m by 3m, additional vehicles can be parked in adjacent car park.*

**Additional Vehicle Registrations (£5 per registration):** \_\_\_\_\_

**Raffle Prize you wish to donate:** \_\_\_\_\_

**I enclose a cheque for** \_\_\_\_\_

*(Please make cheques payable to **The Children of Artemis**)*

I have read and understood the Artemis Gathering terms and conditions on the reverse of the letter and agree to abide by them. I accept that no cameras, video cameras, or any other recording devices are permitted at this event.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please see second sheet for terms and conditions

Please complete the form and send with a cheque and SAE to: **Artemis Gathering, BM Artemis, London, WC1N 3XX**

**Trade Stand Terms and Conditions**

Please ensure that you have read the rules prior to setting up

- *This stall booking is a license for the exclusive use of the named trader and their business for the purposes of selling the items, goods or services indicated on the booking form. The stallholder may not advertise or sell any other goods or services, or permit any other person or business to do so, without seeking prior written permission from the Children of Artemis.*
- *To prevent litter within the venue, no unsolicited leaflets should be distributed anywhere within the building or grounds. Only leaflets advertising your own business, products or services can be placed on your stall without gaining the explicit permission of the Artemis Gathering Organisers.*
- *Traders must have adequate insurance including Public Liability insurance*
- *The Children of Artemis (by its Agents and / or Artemis Gathering Organisers) reserves the right to cancel any booking and /or refuse admission without notice. In such cases a full refund of booking / admission fee will be made. The Children of Artemis (by its Agents and / or Artemis Gathering Organisers) does not accept responsibility for any losses, costs or expenses which may result from such cancellation or refusal.*
- *Artemis Gathering stall bookings are not transferable and the fee paid is not refundable except in the case of the cancellation of the event.*
- *The Children of Artemis (by its Agents and / or Artemis Gathering Organisers) reserve the right to refuse, at its absolute discretion, any application.*
- *The Children of Artemis (by its Agents and / or Artemis Gathering Organisers) does not guarantee that it will be able to provide any equipment or fulfil any stall location preference expressed on application.*
- *The Children of Artemis (by its Agents and / or Artemis Gathering Organisers) does not guarantee any minimum number of visitors to the event and does not accept responsibility for any losses, costs or expenses whatsoever which may result from poor attendance at the event.*
- *The Children of Artemis (by its Agents and / or Artemis Gathering Organisers) reserves the right to alter/cancel the date/venue/programme/terms and conditions applying to the event without notice; in such cases a full refund of booking fee will be offered.*
- *The Children of Artemis (by its Agents and / or Artemis Gathering Organisers) does not accept responsibility for any losses, costs or expenses whatsoever which may result from any alteration/cancellation of the date/venue/programme/terms and conditions applicable to the event.*
- *For the safety of all our visitors, stall holders and staff, all fire, health and safety regulations in force at the venue must be obeyed at all times, failure to do so will result in expulsion from the event without refund of any booking fee.*
- *No cameras, video recorders, digital cameras, tape recording or any similar recording devices (visual or aural) are permitted within the venue at any time. The attempted use of such a device will result in expulsion from the event without refund of any booking fee.*
- *No smoking is permitted within any of the buildings*
- *Failure to co-operate with the security, venue staff, or Artemis Gathering Organisers will result in expulsion from the event without refund of any booking fee.*
- *Unruly or inconsiderate behaviour will result in expulsion from the event without refund of any booking fee.*
- *Traders must at their own expense make good any damage caused to the premises or any items of equipment supplied by the venue management together with any expenses incurred by the venue management as a consequence of any such damage.*
- *The breach of any of the above terms and conditions will invalidate the booking with immediate effect and may result in expulsion from the event without refund of any booking fee.*
- *A booking will be automatically cancelled if a cheque payment for the stall does not clear. In such an event it is the trader's responsibility to contact the Artemis Gathering Organisers to arrange payment to reinstate the booking.*



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## **Trader's information –The Artemis Gathering 2019**

- **Traders must be set up no later than 7pm on Friday, you have access from midday on Friday, event opens to visitors Friday at 4.00pm.**
- **Tables, Tents & Chairs are not provided, please remember to bring your own. Your pitch consists of a 6m x 3m square of grass only, with a similar space behind for vehicles/camping. Any vehicles that cannot fit inside the allocated space must be parked in the adjacent carpark.**
- **Your booking includes only one vehicle, (car, van, or campervan), you may register extra vehicles on the form. Please contact us before the event for permission if you wish to bring a towed caravan, this must be done in advance.**
- **All cars/vans not parked in the allocated space behind the stalls must be removed from the trade area by 7pm Friday. After which time there will be no vehicular access. This rule must be strictly adhered to in order to comply with Health & Safety.**
- **Only registered vehicles will be permitted to enter the site.**
- **When the trade area is open, stands must be manned at all times by a responsible person.**
- **Each stallholder should ensure that they have adequate trading insurance and bring the certificate to the event. Traders without such a certificate will not be allowed to trade at this event.**
- **Stall holder are responsible for their own overnight security**
- **Stallholders must remove all items and refuse all from their stand at the close of trading; failure to do so will result in an additional clearance charge.**
- **The promoters of the Artemis Gathering will not be held responsible for any accident, damage or loss however caused that may occur to any Exhibitor, articles or property brought on to the site during the event. The said Organisers will not be responsible for any actions or expenses on account of, or in respect of any damage or injury caused.**
- **Dogs are welcome but must be kept on a leash at all times and all mess must be cleared.**
- **Please remember to bring your own tent and camping equipment.**
- **The Artemis Gathering closes Monday at midday all traders must be clear of the site by 2pm, if you need to leave early for any reason please contact the event organisers before the event.**