

**RICHARDSON COMMUNITY CELEBRATION  
COMMUNITY STALL BOOKING FORM  
Friday 7 December 2018**

Company/Agency / Organisation

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Contact Person

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Mailing Address

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City State Postcode

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Phone – BH AH/Mobile

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Fax / Email

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Stallholders need to be onsite by 4.45pm on Friday 7 December 2018. Wardens will show you to your allocated site. Pack up / set down must be after 7.30pm.

Stall size approx 3 x 5 metre – you will need to provide own shelter & table/s.

The Richardson Community Celebration will be promoted widely with regional flyer & poster distribution, also advertisements leading up to the event. There will be no entrance fee for the public for the event.

**Sites for stalls and activities are free for Community Groups, all other stall sites are available for \$20 (cheques made out to Richardson Primary School).**

Please provide a description of stall, activity or demonstrations planned:

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Please attach a copy of your current broadform liability policy. Bookings will be accepted and processed when this form is returned with insurance details as above.

**Applications must be received by Friday 30 November 2018.**

Signature:

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Date:

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Please return this booking form to FAX 62923785 or email richardsoncommunityhub@gmail.com