

**Liskeard Community Fair
Fer Kemnyniethek Lyskerrys**

Application Form

13th April, 2024

Please complete this form and return it to Mandy Hancock, 3-5 West Street, Liskeard, PL14 6BW or by email to: assistant@liskeard.gov.uk by 9am Monday 26th February.

Name of Organisation	
Contact Name	
Contact Address	
Contact Telephone Number(s)	
Contact Email Address	
Can you promote the event on <i>your</i> social media please? What is your user name? we can add you to our social media posts	Facebook: Twitter: Website:
Are you having an activity on your stand? <i>We will give priority to stalls which run activities if we are oversubscribed</i>	YES / NO
If yes, what are you planning on doing? <i>We may use this info in our publicity</i>	
Would you be able to email your supporters / contacts an electronic copy of the poster for the event? We will send it to all participants	YES / NO
Does your organisation assist clients with accessibility issues?	YES / NO

Please let us know what size table you would prefer, we can't guarantee you will be allocated this, but it will be helpful to know who would prefer smaller tables

Tick Preferred Size	Table Size
	Smaller (min approx. 2 ft x 2ft)
	Larger (min approx. 4ft long)

Eligibility Criteria:

Please ensure that your organisation fits into one of the following categories:

- Not for profit organisation operating in the Liskeard area
- Public sector advice and guidance team
- Organisation providing services to local residents
- Not a political group

Priority will be given to:

- Organisations benefitting the community
- Organisations having an activity on their stand *to get visitors at the Fair engaged*

There will be no political parties at the Community Fair.

The only raffle to be held on the day will be the one for the Mayor's Charities (The Liskeard Foodbank). If stall holders could bring a raffle prize for this it would be appreciated.

Other activities to raise funds *for your organisation* are permitted, e.g. tombola, sale of new and preowned items, etc (no refreshments – a local organisation will be providing these from the Wheal Phoenix Room)

Please be aware that photographs may be taken at the Fair.

The Public Hall discourages the use of single use plastic in line with Liskeard's Plastic Free status. Please ensure that no balloons or single use plastic are used on your stall.

Please complete the [Privacy page](#) so that we have your consent to retain your contact information. If we don't have consent we will not be able to contact you in the future about events such as this.

Liskeard Town Council

Privacy

Your privacy is important to us and we would like to communicate with you/your organisation. To do so we need your consent. **Please confirm your consent by ticking the relevant boxes and signing below.**

You can grant consent to any or all of the purposes listed. You can withdraw or change your consent at any time by contacting the Town Council office (reception@liskeard.gov.uk).

Name of Organisation: (if applicable)
Contact Name and Address:
Email: Telephone No: Website:

<input type="checkbox"/>	Consent to all 1 – 5 sections below	
<input type="checkbox"/>	1	We may contact you to keep you informed about events the Town Council is involved with or other local authority areas including news, events, meetings, clubs, groups and activities. These communications may also sometimes appear on our website, or in printed or electronic form (including social media).
<input type="checkbox"/>	2	We may contact you about groups and activities you may be interested in participating in
<input type="checkbox"/>	3	We may forward your contact details to any member of the public or organisation who is interested in your organisation.
<input type="checkbox"/>	4	We may publish your organisation's contact details online or in print
	5	Keeping in touch: <input type="checkbox"/> Yes please, I would like to receive communications by email <input type="checkbox"/> Yes please, I would like to receive communications by telephone <input type="checkbox"/> Yes please, I would like to receive communications by social media (for example Facebook, Twitter) <input type="checkbox"/> Yes please, I would like to receive communications by post
Signed:		
Print Name:		Date: