



# INFORMATION FOR APPLICANTS

## WOOLFEST 2020

### The Aims of Woolfest



Woolfest was founded to provide a showcase and a celebration of the best of wool and wool crafts. The event is all about creativity and design with beautiful quality, amazing colours and skilled craftsmanship.

Here is what we are looking for when you apply:

- ✓ Quality of the goods – you will need to tell us and show us.
- ✓ Originality of work and merchandise.
- ✓ Previous stall presentation (please provide a photograph).
- ✓ Merchandise should be mainly natural fibres, especially wool and animal fibres.
- ✓ Contribution to diversity of animals.

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### Woolfest Dates

**Friday 26<sup>th</sup> & Saturday 27<sup>th</sup> June 2020**  
at Mitchells Lakeland Livestock Centre,  
Cockermouth, Cumbria CA13 0QQ  
– *this is the livestock auction mart.*

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### Show Times

**Friday show times: 10am to 6pm**  
**Saturday show times: 10am to 5pm**  
*At 6.30pm on Friday everyone will be asked to move to the Square or the Café for the Spin-In*

### Stall Information

Cattle bars surrounding the stalls are 6ft/ 1.8m in height. In order to preserve the diversity of Woolfest, double and triple sized stalls are limited. There are a small number of large open backed stalls at the back of the Mart. If you are allocated with a non-standard sized stall, we will contact you. Mini stalls are also available for new or smaller businesses and are a great introduction to Woolfest.

### Stall Set-up Times

Thursday 25<sup>th</sup> June - 2.30 pm to 9 pm  
Friday 26<sup>th</sup> June - 8 am to 9.30 am  
*Please do not arrive before these times.*

### Stall Take Down Times

Saturday 27<sup>th</sup> June – 5pm – 8pm  
*Please do not begin to dismantle your stall before 5pm. Everything must be removed by 8pm.*

- ⚠ Sub-letting or unofficial sharing of stalls is not permitted at Woolfest.
- ⚠ Please note: Bargain Bin Stalls are not appropriate; nor are displays of an aggressive or competitive nature (e.g. cheapest wool in show).



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### Your Application

We receive a very high number of applications each year, unfortunately not every application will be successful – especially if the range of goods offered is not appropriate or duplicates other stalls. Some applicants may be offered the chance to be placed on the reserve list. You will be notified of the outcome of your application by email.

Tables will be provided free of charge if ordered on your initial application form and will be placed at the end of the aisles for you to collect. We do not supply chairs (except for demo stalls). There is no electricity for stallholders.

If you wish to be next to or opposite another specific stallholder, please include this on your application form.



**17<sup>th</sup> January 2020** is the cut-off date for applications, any received after this date cannot be guaranteed a place.  
*We will acknowledge the receipt of your application by email*



Invoices will be sent out by the end of February 2020, please ensure your payments are received within 30 days of the invoice date.  
*A late payment charge will be added to all late payments*



### Insurance

All stallholders and demonstrators **MUST** hold adequate and appropriate insurance. Every stallholder is required to provide proof of public liability insurance for a minimum of £2 million. The deadline to submit your insurance is **17<sup>th</sup> May 2020**, unless your renewal date is later (in which case please advise Gwen – [applications@woolfest.com](mailto:applications@woolfest.com)). Please write your renewal date on your application form. If you are a member of the Market Traders Association, please submit a copy of both sides of your card along with your insurance documents.

**Your insurance documents must show:**

- ✓ **Your name and/ or your company name**
- ✓ **Renewal Date**
- ✓ **Proof of public liability showing company name, amount of cover (£) and dates of cover.**

⚠ **Renewal notices or payment schedules cannot be accepted.**



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### Woolfest Programme and Advertising

The entry fee for visitors is £10 for one day and £15 for two days. Every stallholder will have a free listing in the Woolfest programme. Advertising is available. Please fill in the tick box on the application form if you would like to advertise in the 2020 programme.

### Facilities



The Mart is enclosed on three sides and open at the back, with a roof over all stalls – it is very bright and airy, this means it can sometimes be cold – do dress accordingly. Stalls are thoroughly cleaned on the Thursday morning but, please be aware that the floor may still be wet (we recommend you come prepared with newspaper and floor cloths). The Mart sometimes has birds in the rafters, please bring covers to protect your goods from bird excrement when your stall is closed.



Meals, snacks and drinks are available from the auction mart café plus, there is a trolley service available for stallholders while the show is open. A stallholders' marquee is also available which can be accessed through the door at the bottom end of the Wool Clip Aisle (A).



Stallholder toilets are available next to the stallholders' marquee. Public toilets can be found inside the Mart and outside the door in the Exhibition Square.



There is also limited camping space for stallholders on site, behind the Mart. Please note however, although toilets will be available for campers there are no other facilities e.g. no showers, waste disposal or electric).



Car parking passes will be sent to you a few weeks before the event, these must be displayed in your front windscreen when loading and unloading and are only to be used by stallholders as parking is very limited.



Please note: despite attempts to improve it, the wi-fi signal is not always reliable, you may wish to use a dongle or mobile phone to take payments.

For further information please email: [applications@woolfest.co.uk](mailto:applications@woolfest.co.uk)

**Applications** should be returned to Woolfest c/o: Curlew Secretarial Solutions, 24 Front Street, Brampton Cumbria CA8 1NG or [applications@woolfest.co.uk](mailto:applications@woolfest.co.uk)

For general Woolfest information about the event please see our website [www.woolfest.co.uk](http://www.woolfest.co.uk) or contact the Wool Clip shop in Caldbeck (11.00am to 4.00pm daily) on 016974 78707.