

RUSTIC SUNDAY

& LOCAL PRODUCERS' MARKET

SUNDAY 25TH JULY 2021

10AM-5PM

Rural Life Living Museum, Reeds Road, Farnham, Surrey. GU10 2DL

Stallholder Information Pack

Rustic Sunday is an event that was started by our volunteers in the early days of the museum's existence. The first Rustic Sunday took place in 1978 to replace a smock parade that celebrated the life of George Sturt, a famous local wheelwright and author. It was very much a 'Country Show' and Rustic Sunday then relied on demonstrations of country crafts and traditional farming skills. The day grew and became a celebration of English rural life and the trades and crafts that were once common practice amongst the rural communities of the Victorian era and early to mid-20th century and takes place in and around our numerous historical buildings. This year will be the 41st Rustic Sunday after a brief hiatus last year when COVID-19 restrictions were in force.

Each year we invite craftspeople and masters of vanishing skills to join us at the museum for a day of country traditions and activities alongside music, Morris dancing, horse and cart rides, a kid's zone and much more. Our army of volunteers are also heavily involved in showcasing their own skills and dressing up to bring the museum to life as it was when the buildings were first constructed.

The one-day event opens to the public at 10am and closing at 5pm with gate opening for stall set up at 8am. Break down can begin at 5pm.

Please note that this is not purely a craft and producers' market. The day is full of entertainment and activities for visitors and the craft/producers' market will run alongside it as part of the experience. Visitors to the museum will be paying the usual visitors' entry fee.

Application Process

This year, we would like to extend the invitation to producers, local to the Farnham area, to have a stall. This could be food, drink, crafts or traditional skills. Whether you are a trader, demonstrator or both, all are welcome to apply.

The application form can be found here <https://form.jotformeu.com/83314953844362>. The closing date for applications is midnight on Friday 2nd July. Please wait until you have received a confirmation email before making a payment. Once you have received confirmation, full payment for your pitch must be made by Monday 12th July. If payment is not received by this date, it will be assumed that you will not be attending and unclaimed pitches will be opened to waiting list stallholders.

This year, all pitches will be outdoors, in order to keep airflow to a maximum around stalls. This will still be the case should lockdown restrictions ease as the health and safety of our visitors, stallholders, entertainers, volunteers and staff is of paramount importance.

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rural-life.org.uk 01252 795571
Registered Charity no. 289150

Each pitch measures 3m x 3m and you will need to supply your own gazebo, chairs and tables for the event.

Electricity points are available on request, subject to a one-off charge of £5 each, and there are several water stations around the site.

Access to our wi-fi is free of charge for this year.

Pitches

We have a new pricing structure for this event.

We have three different categories, Trader, Trader/Demonstrator and Demonstrator.

- 1) If you are a Trader you will be purely selling your items, crafts, food or drink etc.
- 2) If you are a Trader/Demonstrator, you will be selling your items but also providing a talk or demonstrating your craft from your stall to visitors at various agreed times throughout the day.
- 3) If you are a Demonstrator, you will purely be providing talks and/or demonstrating your craft at your stall or designated pitch throughout the day but without trading in any items.

One pitch counts as one 3m x 3m space. If you need more space then you will be required to purchase more than one pitch. The prices for each of these are as follows.

Prices for Traders and Trader/ Demonstrators include a 20% non-refundable deposit. Demonstrators are asked to provide a refundable £20 deposit to hold a 3m x 3m pitch. The Demonstrator only deposit will be returned on your attendance at the event.

Traders: £40 per 3m x 3m pitch

Trader/ Demonstrator: £20 per 3m x 3m pitch

Demonstrator: Free (Pitch bookings are subject to a £20 refundable deposit returnable on your arrival at the event.)

ALL stallholders MUST have public liability insurance to take part in this event. This is a necessary requirement and you will be asked for your public liability insurance details on the application form.

All electrical items brought onsite MUST have been PAT tested within the previous 12 months and be displaying a valid test sticker. Any items not meeting this requirement may not be used and can be confiscated until the end of the event. Items purchased in the last 12 months are exempt if a valid proof of purchase can be supplied on request.

If you are making a booking for a food stall, please send copies of paperwork for any LPG tanks you may be intending to use with your stall to katie@rural-life.org.uk at the time of booking. On the day of the event, please ensure you display your food hygiene certificate.

If you are making a booking for a stall to sell alcoholic drinks, please send a copy of your Personal Licence to sell alcohol to katie@rural-life.org.uk at the time of booking. If you do not have a Personal Licence, please contact us for the appropriate forms.

If you wish to dress in era appropriate attire for the day, you are most welcome to do so and even encouraged but it is not essential.

- Gates open to the main site at 8am. You must not arrive before this time as you will not be able to access the site and you cannot park on the narrow country road running to the museum.
- A one-way system is in place at the museum. Stewards will guide you to your pitch site via the one-way system on arrival. Site layout map is attached below.
- **You must keep your speed below 5mph with hazard lights on as the site can get very busy with pedestrians during set up and break down.**
- Free car parking is provided at the front of the museum and all stallholders must remove their vehicles from inside the museum as soon as possible after unloading and no later than 9.45am and exit via the Forge Gate. No vehicles can remain onsite unless they form part of a display or rally.
- Vehicles left in the museum car park and their contents are left at the owners own risk and the museum does not accept responsibility for any loss or damage to vehicles or their contents.
- Stallholders are advised that the Rural Life Living Museum does not accept any liability for the safety of any stock, vehicles or personal affects brought onsite during Rustic Sunday.
- Stallholders are required to exercise due care during set up and break down and comply with all relevant Health and Safety Legislation and abide by any restrictions that may remain in place during the COVID-19 pandemic. Should restrictions remain in place during this event, stallholders are advised to have a supply of hand sanitiser and wear face coverings when necessary.
- There will be designated First Aiders on site throughout the event. In case of an emergency please notify a steward or staff member.
- The event organisers will provide general waste bins and disposal facilities and request that all stallholders keep the site clear of any packaging or refuse associated with their stall.
- The use of naked flames is prohibited on the museum site.
- Smoking or the use of e-cigarettes is prohibited on the museum site. A smoking area is provided to the front of the museum opposite the café to the front of the wooden entry gate.
- The Trust reserves the right to cancel the event at any time without incurring costs from stallholders should government guidelines regarding coronavirus force them to do so. This includes circumstances where the Trust's ability to host or stage an event is, in the sole opinion of the Trust, severely compromised, even though there may be no general lockdown in place.
- In the event of cancellation, stallholders will be notified and refunds or transfers to alternative events will be offered.
- If stallholders do not attend the event having booked and paid for a pitch without prior notice, no refund will be given as the pitch will not be filled at such late notice.
- If you wish to cancel your pitch, please notify us before Friday 16th July and any monies you have paid minus the 20% non-refundable deposit will be returned.
- Behaviour deemed as unacceptable by the events staff will result in termination of any future trading at the Rural Life Living Museum and may result in people being required to leave the site immediately.

- Our onsite café will be open from 8am for refreshments.

Map

Please see site map below.

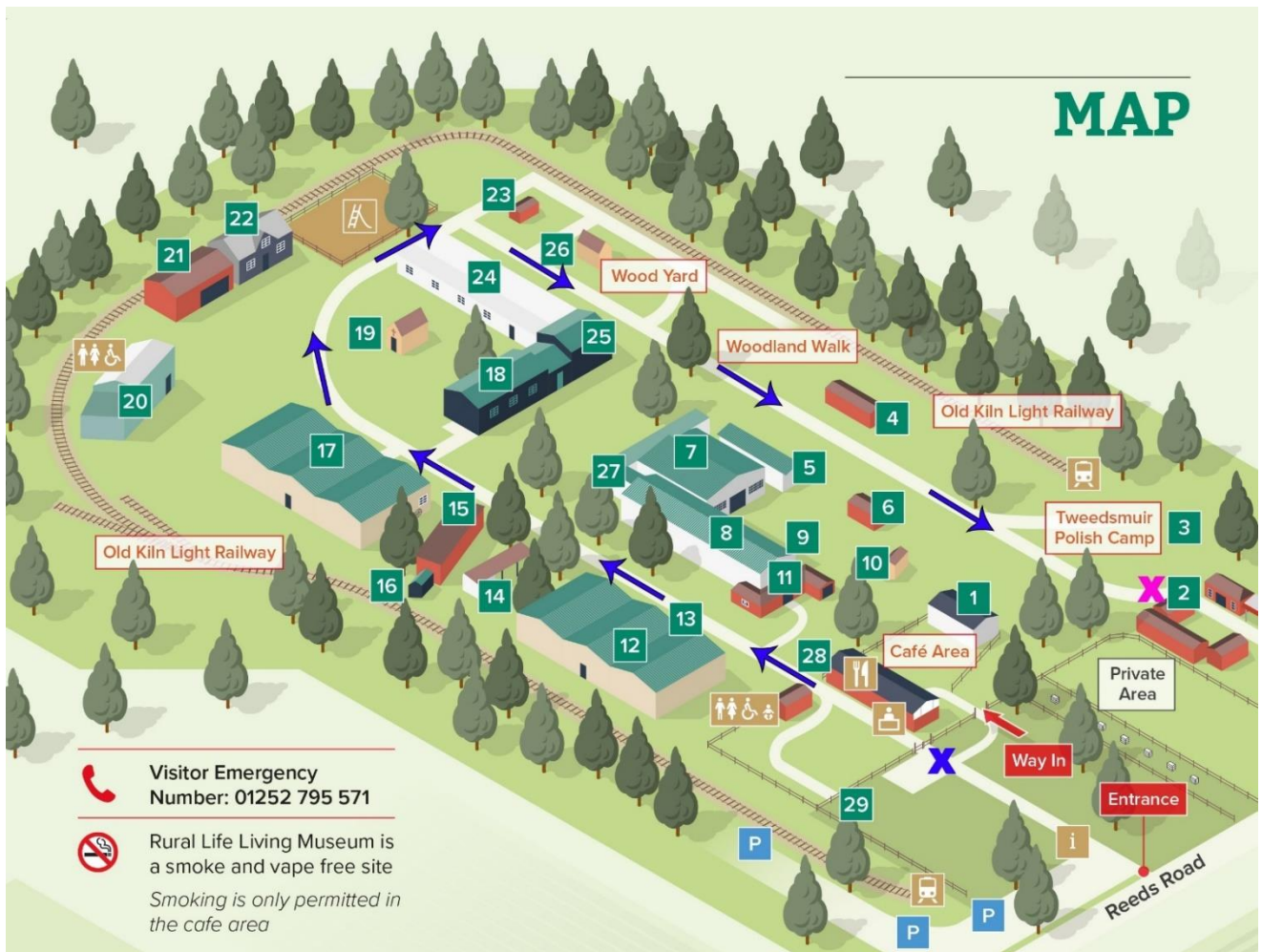
Stallholders will enter via the main gate from the Reeds Road and proceed down the main drive to the gate (blue X) where you will be met by a steward and directed to your pitch. When driving on the site, you must keep your speed below 5mph and proceed with hazard lights flashing.

In order to leave the site, stallholders must follow the course of the blue arrows to leave via the Forge Gate located between the buildings marked by a pink X.

Should any movement of vehicles be necessary when the site is open to the public, a steward will be required to walk out ahead of your vehicle to ensure the safety of any visitors that may be onsite.

Please note that there will be horse and cart rides and movement of a steam roller during this event, so for safety reasons you may only move a vehicle between the hours of 10am and 5pm having first obtained permission from the event organiser and been allocated an escort steward.

In the unlikely event of an emergency, access will be required via the Forge Gate. You must ensure that stalls or vehicles do not block this gate or the roadway leading to either gate.



Icon Key

- Information
- Reception
- Café
- Toilets
- Playground
- Railway station
- Parking



Buildings & Exhibits

- | | |
|--|--------------------------------------|
| 1 Arcon Prefab & Stanton Shelter | 16 Laundry |
| 2 Henry's Yard & Forge | 17 Frensham Building |
| 3 Tweedsmuir Polish Camp | 18 Village Hall |
| 4 Smudgers Holiday Chalet | 19 Chapel |
| 5 Seale Building | 20 School Room |
| 6 Granary | 21 Madge's Waggon Shed |
| 7 Waggon Shed | 22 Cricket Pavilion |
| 8 Gibbs Building | 23 Deeks Cycle Shop |
| 9 Gypsy Caravan | 24 Carpentry Workshop |
| 10 Shepherd's Hut | 25 Bourne Building |
| 11 Churt Building | 26 Wood Yard |
| 12 Tilford Building | 27 Sands Building |
| 13 Anderson Shelter | 28 Telephone Kiosk & Post Box |
| 14 Plough Gallery | 29 Water Pump |
| 15 Brick Carver & Hand Tool Display | |

FOR YOUR OWN SAFETY please observe the following guidelines:

- Dogs must be kept on leads
- Children using the playground must be supervised at all times
- Do not climb walls, trees or fences
- Be aware of tree roots and other trip hazards