Artist/ Vendor Stall Application Form

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| Name of Applicant |  | |
| Artist Stall | | Vendor Stall |
| Artist/ Company name |  | |
| Phone Number |  | |
| Email |  | |

Description of Art/ Merchandise for display on stall:

(Please attach any relevant photos to support your application)

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| **Please note:**  **As this is a family friendly event, all artwork and merchandise must be suitable for viewing by children and adults of all ages.** |

Which of the following stalls would you like to apply for?

Full Table

Half Table

Will you require a Parking Pass for the local carpark in the Tanyard?

**Forms must be submitted to comiccon@offalycoco.ie by midnight on Saturday May The 4th**

**Please email with any queries**

**Terms and Conditions**

* Stalls must be set up between the hours of 08:30am and 10:00am on Saturday 14th September, ready for doors opening at 10:00am.
* Stall Trading hours are between 10:00am- 04:00pm on 14th September 2024.
* Stalls must be removed during the hour from 04:00pm- 05:00pm
* Parking Passes apply only to the car and car park specified.
* Stalls must be manned at all times during the event.
* Offaly Libraries are not responsible for goods/ art on display or for any cash being handled.
* Stall holders should have Insurance of all items- Evidence may be requested- Offaly Libraries cannot take responsibility for any stock /merchandise supplied by the vendor
* Successful Applicants must sign the Offaly Libraries child safeguarding policy ( please see <https://www.offaly.ie/library-policies-and-publications/> )
* Stall holders are responsible for compiling and providing a price list for all merchandise for sale
* Stalls and display items must be secure at all times and compliant with Health and Safety regulations.
* Stall area must be kept neat and free of trip hazards.
* Stall holders must comply with all instructions from Offaly Libraries staff
* Please note: Photo consent obtained by Offaly Libraries for images/ videos taken at this event are for use in documentation and promotion by Offaly County Council only and does not apply to images/ videos taken by facilitators/ artists or vendors of the event.
* CANCELLATION POLICY
  + Please give as much notice as possible

**Privacy Statement**

*By submitting this application form to Offaly County Council, the applicant understands that Offaly County Council is committed to protecting the rights and privacy of individuals in accordance with Data Protection legislation and in line with the Council's Data Protection Policy*

I have read and understand the Terms and Conditions.

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Name: Date