

**Daryl Chambers
Town Surveyor**

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Dear Sir/Madam

Application Pack for Bridport Wednesday and Saturday Markets

Thank you for your enquiry to run a stall on Bridport Market. Please find enclosed a Market Information Pack with the following:

1. Application Form (to be completed and returned).
2. Terms and Conditions. (Please complete one copy and return it to the Town Surveyor).
3. Fees for the year ending 2011/12.
4. Market Leaflet.
5. National Market Traders' Federation Information.
6. Details of insurance cover. (if your application is approved you will need to produce insurance before being allowed to trade)
7. Details of market stalls allowed on Bridport Market.
8. Market Newsletter.

If you wish to be considered for the market, can you in the first instance fill in the Application Form and return one signed copy of the terms and conditions. On receipt of the completed application form and after considering relevant information as to the type of stall and bearing in mind existing traders and pitch availability, a decision will be made and you will be informed of the outcome.

If your application is approved, at that time you will need to produce a copy of your public liability insurance and, if you intend to sell food products, a copy of the notification to West Dorset District Council's Environmental Health Division, before you will be allowed to trade.

In the meantime, if you wish to clarify any points or require any further information please feel free to contact me on the above telephone number.

Yours faithfully

Daryl Chambers
Town Surveyor