



To all Environmental Fair stallholders

Your stall location information and **important instructions** are in this PDF file. This has important information on all pages. Please study these carefully.

**PLEASE READ ALL POINTS LISTED BELOW CAREFULLY
(summarised here)**

**This will help us get 350 or more vehicles
through the gate in about 2 hours.**

- A. Please print out and pass this information **to all others** who may need it.
- B. Make sure all vehicles have a **vehicle pass** on display.
Gate will be open for stallholders from 7.30 a.m.
- C. Please ensure you arrive with **plenty of time** to complete your stall set up by around 10.00 a.m.
- D. **For safety reasons** if you need to move a vehicle before 6.00 p.m. see below.
- E. Please review your risk assessment. **Health and Safety** at public events is a legal requirement.

Kind regards

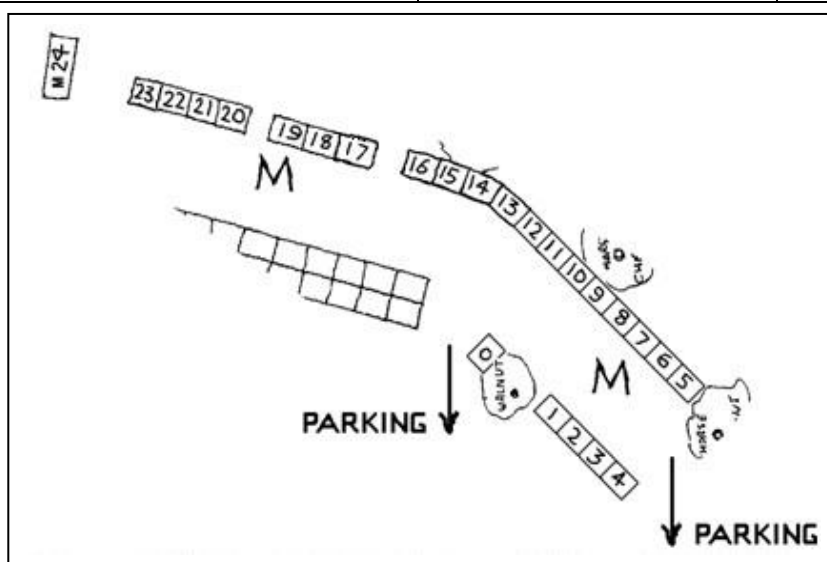
Dr. Alan Wenham-Prosser -

(volunteer - fair security and Health & Safety manager.)

Any questions email me at ecolocal@btinternet.com

BLOCK M

Organisation	Contact Name	Loc.	No of Pitches
Creature Courage	Britain Stelly	M00	1
Carshalton Beeches Community Wellbeing	Peter Tallboys	M01	1
Inspire Partnership	Darren Nicholas	M02	1
Falun Dafa Meditation	Joy Duguid	M03	1
Karuna Zen Yoga	Patricia Yetton	M04	1
Croydon Buddhists/Tripatha Buddhist	Carol Robertson	M05	1
International Holistic Aromatherapy Fnd.	Brenda Coverdale	M06-07	2
Knitty Nora	Brenda Coverdale	M08	1
Gentle Integration Therapies	Lida Hewitt	M09	1
Sutton Complementary Health Network	Yvonne Stone	M10-11	2
Kind Mind Academy	L. Walker & K.Lovewell	M12	1
Avanti Mental Well-Being CIC	Marcella Meloni	M13	1
Goodfellas CBD	Gemma Simmonds	M14	1
Help Yourself to Health	Sierien Razak	M15	1
Spinal Health UK	Dr Robert Clad	M16	1
Home Birth with Epsom & St Helier	Maria Mills Shaw	M17	1
Neal's Yard Remedies Organic	Lucy Beckford	M18	1
Bessborough Farm	Kevin Kay	M19	1
Wallington Division Guides	Karen Vickery	M20	1
Abel Kesteven	Abel Kestevan	M21	1
South East Rivers Trust	Charlene Duncan	M22	1
Go Sutton	Sarah Forman	M23	1
St John Ambulance	Mrs R J Burchell	M24	1



**PLEASE PARK YOUR VEHICLES OFF THE FAIR SPACE IN THE DIRECTION INDICATED ABOVE
YOU SHOULD PARK AS FAR BACK AS YOU CAN TO THE OUTER WALL OF THE PARK**

**STALLHOLDERS SHOULD NOT BRING A VEHICLE BACK TO THEIR STALL BEFORE 18.00 HRS.
IF YOU NEED TO MOVE A VEHICLE ONTO THE STALL AREA BEFORE 18.00 CONTACT THE
STEWARD CENTRE AT LOCATION E10 A STEWARD WILL WALK IN FRONT OF YOUR VEHICLE
PITCHES ARE GRASS PATCH ONLY PLEASE BRING GAZEBOS, TABLES etc AS REQUIRED**



To all Stallholders - please co-operate by reading the list below:-

1. Your stall allocation is attached with a map showing the location. Please pass this information to any other vehicle pass holders in your organisation and your helpers arriving on foot, who will need it when they arrive at the park. This will speed up the checking in process and your entry into the park and setting up of your stall.
2. On arrival vehicles should have their **valid vehicle pass** on display in the windscreen. If not it will cause delay as we have to check for non-stallholders trying to gain free parking or entry into the park.
3. **AN OLD BOMB SHELTER EXISTS WITHIN THE FENCED AREA MARKED ON THE PLAN BELOW. THIS AREA IS UNSAFE; HENCE NO VEHICLES ARE PERMITTED TO DRIVE OVER THIS AREA.**
4. Please ensure arrival early with enough time to set up your stall and remove your vehicle from the fair area around 10.00.
5. The stall holders parking areas are shown on the Carshalton Park map below. The gates will not open to the public until all vehicles are parked.
6. For safety reasons we cannot have moving vehicles after the gates are opened to the public. We ask stall holders not to pack up their stall until 6pm. If you really need to move a vehicle onto the stall area when the public have been admitted, then request the assistance of a Steward from the Steward Centre which is a stall on the right hand (south) end of block E - see Stall Block Layout map attached. [text to 07766 253 099 - give your location]. The steward's instructions will be to walk in front of your vehicle to ensure the safety of the public.
7. Print out this document for use on the day.
8. **Please make sure you review your risk assessment if necessary.**

I look forward to seeing you on the day - **pray for good weather please.**

I will be doing health and safety spot checks on stalls during the morning. I hope you all have an enjoyable day -- and many thanks for supporting the Fair.

Kind regards

A handwritten signature in blue ink that reads "Alan Rosser".

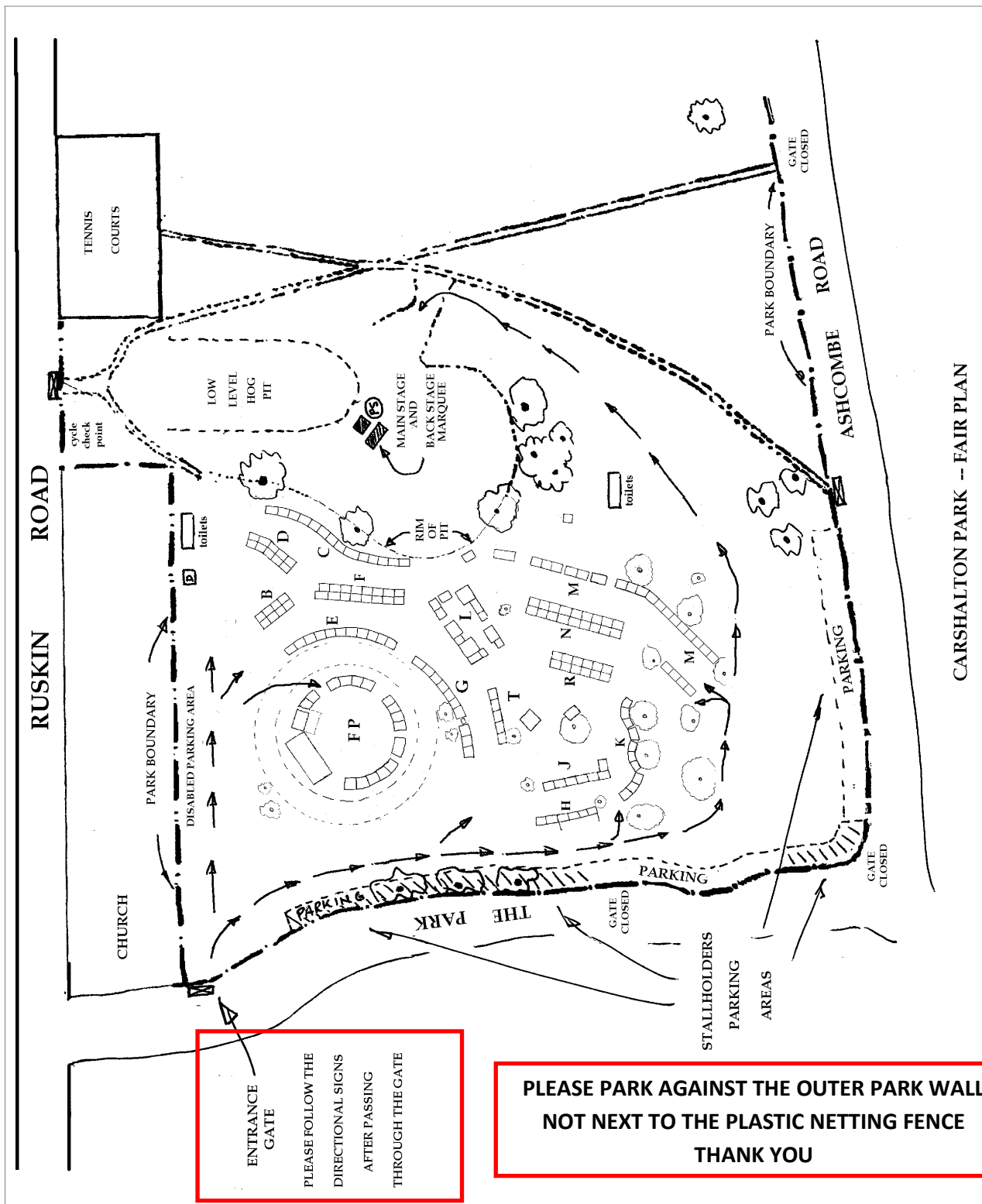
Dr. Alan Wenham-Prosser - Fair Security and Health & Safety Manager. (volunteer)

P.S. If there is anything which you think of which would improve next years fair please make a note. I will be requesting feed back in the week after the fair.

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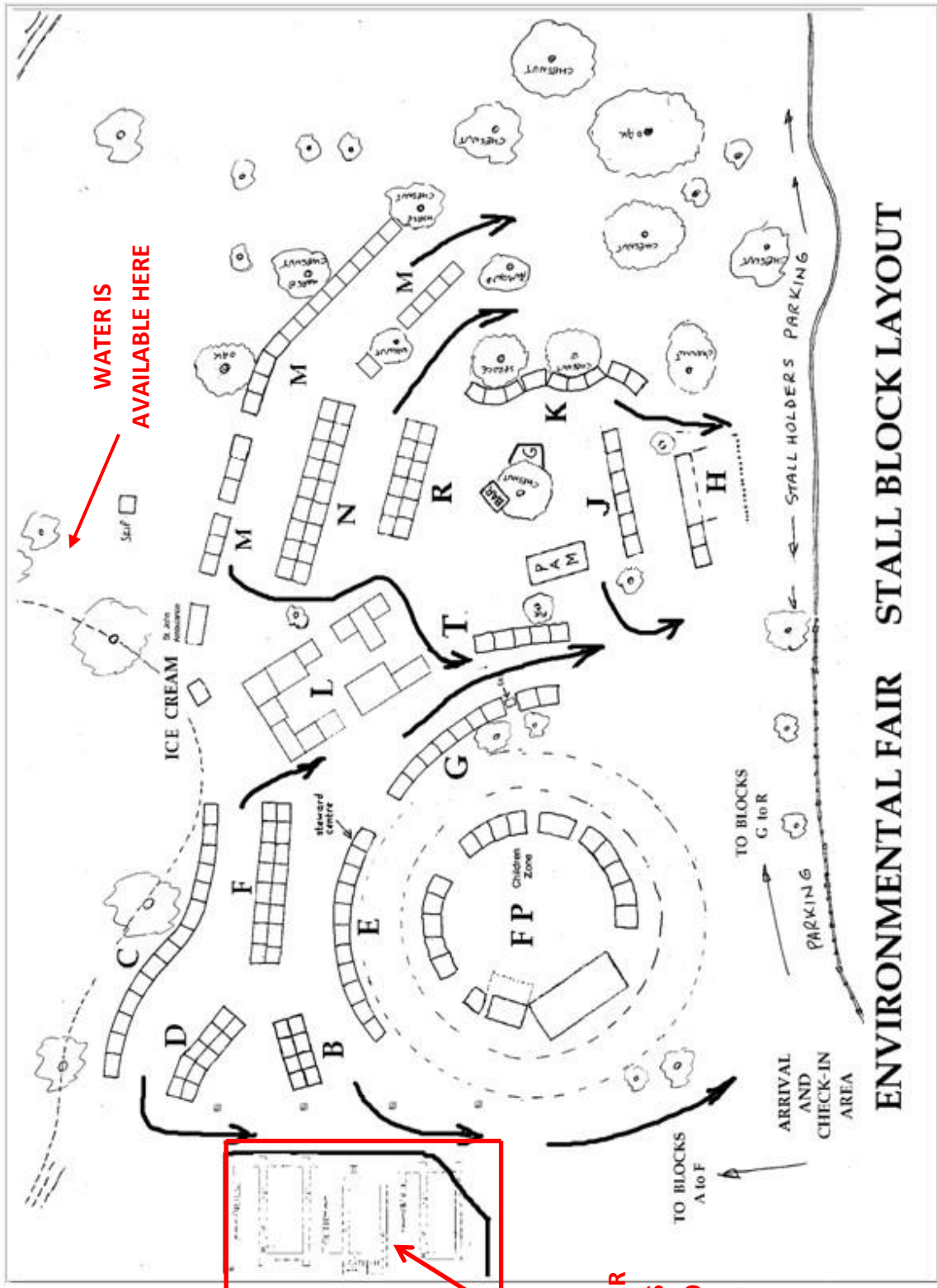
**PLEASE DO NOT DAMAGE, MOVE, OR COVER THE BLOCK PITCH SIGNS.
THESE WILL ALSO HELP THE PUBLIC TO FIND YOUR STALL LOCATION**



ENTRANCE GATE
 PLEASE FOLLOW THE DIRECTIONAL SIGNS AFTER PASSING THROUGH THE GATE

PLEASE PARK AGAINST THE OUTER PARK WALL NOT NEXT TO THE PLASTIC NETTING FENCE
 THANK YOU

ENTRANCE GATE SAT-NAV POST CODE IS SM5 3BY



ENVIRONMENTAL FAIR STALL BLOCK LAYOUT

PARKING DIRECTION INDICATED BY LARGE ARROWS

**AREA OF
BOMB SHELTER
NO VEHICLES
ALLOWED TO
DRIVE OVER**

**WATER IS
AVAILABLE HERE**