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Street Feast – Friday 1st September – Caldicot Town Centre - NP26 4BG

Thank you for booking a pitch for our Street Feast festival, we have put this form together to hopefully answer any questions you may have. If there is anything we have not covered, please contact us using the details above.

- **Location & Entrance** – Newport Road NP26 4BG. Entrance is available from Newport road, opposite the Gulf petrol station. A second entrance is also available through Chepstow Road, opposite the junction with Church Road. Vehicles have a maximum speed limit of 5mph, as it is a “live” pedestrianised town centre.
- **On Arrival** – We are expecting a large number of stallholder’s/event staff and equipment for this event, please ensure you speak to Aaron Reeks on 07716 557289 **before** pitching your stall, we will be using the entire length of the town centre, so you may be asked to use the second entrance on Chepstow Road. We will direct you to your pitch.
- **Arrival Times** – 3pm until 4:45pm, however we do request that all vehicles that are not an integral part of your stall, are removed from the town by 5pm.
- **Parking** – Once unloaded, vehicles are to be removed from the town and parked in the Woodstock Way car park NP26 5AB. There is a walkway leading past Waitrose, which brings you back into the town centre.
- **Stage Area** – A section of the town centre will be cordoned off to make sure that the stage area is safe for the performers and the general public. We would stress that you do not enter this restricted area for any reason, should you require assistance please speak to any marshals, who will be walking through the town centre all evening.

- **Finishing Times** – The advertised event times are from 5pm – 9pm, however we are expecting the event to continue until around 10pm (weather dependent). We would ask that if you have to leave before this time that we are made aware before you pitch up, as your location to an exit may be crucial.
- **Leaving** – Please ensure when you leave you take all of your rubbish and any belongings with you. Caldicot Town Team hold no responsibility for anything left behind. Vehicles are able to return to pack up, however should this be before 4pm you will need to be supervised, to avoid any accidents. If you have hired a Gazebo, or have access to electricity, please let a member of staff know that you are leaving, so the items can be collected, and turned off.
- **Rubbish** – It is important that you take any rubbish generated home with you. We do not have any facilities to dispose of rubbish. We are also asking stall holders to provide extra bins throughout the evening, so that the clean-up operation will run smoother.
- **Emergency Contact** – Should you need anything during the day, or you have an emergency, please contact Aaron Reeks on 07716557289, Rachel Grumbach or Cathy Edwards at Country Flowers.
- **Toilets** – Public and disabled toilets are available in Jubilee Way car park, which can be found behind Lloyds Bank.
- **Social Media** – We would love to share in any social media pictures taken throughout the evening, and encourage you to post before, during and after to increase visibility. Please use the hashtag #StreetFeast and #CaldicotFun don't forget to tag us in posts on both Facebook and Twitter. If using Facebook, you can also check in on location Just select Caldicot Town Team.
- **WIFI** – You are more than welcome to take advantage of our free Wi-Fi, provided exclusively by Caldicot Town Team, select Caldicot Town Wi-Fi in your internet settings and login to gain free access.