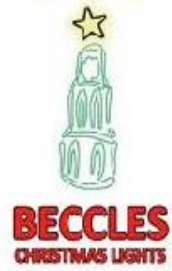




# BECCLES CHRISTMAS LIGHTS SWITCH ON



FRIDAY, 25<sup>TH</sup> NOVEMBER 2016 – 5.45pm till 9pm  
BECCLES TOWN CENTRE

Dear Trader,

Please find attached a priority booking form for the 2016 Christmas Lights Switch On which takes place on Friday 25th November. Bookings will be on a first come first served basis. We were oversubscribed last year so to avoid disappointment get your booking in early. Be aware, we can only accept bookings that are accompanied by payment and all relevant documentation. If your Public Liability Insurance falls due for renewal between now and 25<sup>th</sup> November '16 please send the current proof with the booking form and the updated information before the event.

The booking form includes details of how to pay for your pitch and much more! If you wish to pay by BACS the details are there – and you can send your booking form and required documentation to me by e-mail at [dm@nescab.cabnet.org.uk](mailto:dm@nescab.cabnet.org.uk).

If you want any further information please don't hesitate to e-mail me.

Follow us on facebook to find out more about our plans for the evening as they develop -

<https://www.facebook.com/BecclesChristmasLights>

or visit our website

[www.BecclesChristmasLights.co.uk](http://www.BecclesChristmasLights.co.uk)

We do hope you'll be able to join us on the night to help us make 2016 even better than last year.

Kind Regards

Janet

On behalf of Beccles Business and Tourism Association

**FOR FURTHER INFO & ENQUIRIES:** Janet John 01502 525854 Email: [dm@nescab.cabnet.org.uk](mailto:dm@nescab.cabnet.org.uk)

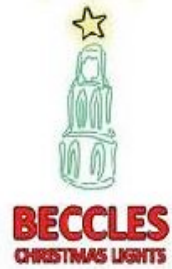
<https://www.facebook.com/BecclesChristmasLights>

[www.BecclesChristmasLights.co.uk](http://www.BecclesChristmasLights.co.uk)

email: [info@BecclesChristmasLights.co.uk](mailto:info@BecclesChristmasLights.co.uk)



# BECCLES CHRISTMAS LIGHTS SWITCH ON



FRIDAY, 25<sup>TH</sup> NOVEMBER 2016 – 5.45pm till 9pm  
BECCLES TOWN CENTRE

## STALLHOLDERS PRIORITY BOOKING FORM BOOKING DEADLINE 14<sup>th</sup> August 2016

Business Name:.....

Nature of business:.....

Address: .....

Postcode: .....Tel. ....Mobile:.....

Email Address: .....

Web link.....

Name of Main Contact: .....

Charity Reg. No. (if applicable): .....

Public Liability Insurance: Up-to-date copy included? YES  (please provide a copy with booking)

Risk assessments (if applicable) FOR GENERATORS YES  (please provide a copy with booking)

Food Hygiene Certificate (if applicable) YES  (please provide a copy on booking) **AND**

Name of Local Authority with whom you are registered .....

**COST OF STALLS:** 3 mtr: £40    6 mtr: £60    Over 6mtrs please add £10 per mtr.

Registered Charities will receive a 50% discount on these prices.

**PUBLIC LIABILITY & HYGIENE CERTIFICATES ARE REQUIRED AND COPIES MUST BE INCLUDED WITH BOOKING FORM**

**ANY GENERATORS MUST BE QUIET ONES AND MUST BE GUARDED AND CONED OFF**

**PLEASE NOTE THAT STALL & LIGHTING WILL NOT BE PROVIDED**

**PLEASE RETURN PRIORITY BOOKING FORM WITH PAYMENT BY 14<sup>th</sup> AUGUST TO:**

Janet John, Citizens Advice Bureau, 12 New Market, Beccles, Suffolk, NR34 9HB

Cheques should be made payable to 'BECCLES BUSINESS ASSOCIATION' or by BACS to Lloyds TSB, Sort Code 77-66-20, Account Number 18379860. Reference it Xmas Lights Switch On and your company name. Please do not send cash by post.

Please note that **NO RAFFLE OR STREET COLLECTIONS WILL BE PERMITTED**, although Tombola will be.

Arriving instructions and receipt will be mailed out 2 weeks before the event.

**FOR FURTHER INFO & ENQUIRIES:** Janet John 01502 525854 Email: dm@nescab.cabnet.org.uk

<https://www.facebook.com/BecclesChristmasLights>

[www.BecclesChristmasLights.co.uk](http://www.BecclesChristmasLights.co.uk)

email: [info@BecclesChristmasLights.co.uk](mailto:info@BecclesChristmasLights.co.uk)