





## Key Information

### What is the Pride Market?

The Pride Market is where we will be bringing trade and information stalls together so that visitors are able to find key information, engage with local services, grab some bargains and enjoy all things Pride!

### What are the locations and pitch prices?

Location	West Park, Wolverhampton – The Community Area
Set Up Times	10:15 – 12:00
Trading Times	14:00 – 20:00
Pitch fee – Trade (selling)	£300
Pitch fee – Engagement (information)	£100
Wristbands to Plaza	*5 (Wristbands are not transferable. If you require more for your stall these can be purchased at the cost of an adult ticket (£10))

### What do I get for the price?

As part of your pitch fee, you will get the following:

3x3 Gazebo	1 x Table and 2 x Chairs	1 x Car Parking Space
Structure will be set up as part of the wider Pride Risk Assessment.  You will not be able to bring your own gazebo without express prior consent and e-mailed permission from the Event Management Team.	You are able to bring your own tables and chairs if you require.  These need to be added to your own risk assessment.	You will be allocated parking for one vehicle on the allocated perimeter fence parking. If you have other vehicles, large vans, trailers etc., you will need to make alternative arrangements for these, keeping clear of access requirements.

### What are the next steps?

- Return the application form with the relevant documentation to [pride@wolverhampton.gov.uk](mailto:pride@wolverhampton.gov.uk)
- The Team will then process your application form.
- We will process the forms on a first come first serve basis.
- If you have documentation missing, we will send your application form back for you to resend back to us.
- Deadline for submitting your application with all documentation is **Friday 17<sup>th</sup> April 2026 at 18:00**.
- Any applications received after this time will be placed on hold whilst we process the existing application forms.
- Once the assigned stalls are filled and placed; we will open up a reserve list. You will then only be contacted if a space becomes available.

### Who do I contact if I have any questions?

Email → [pride@wolverhampton.gov.uk](mailto:pride@wolverhampton.gov.uk)



## Application Form

Account/Company Name			
Account/Company Contact Name			
Company Address (in full)			
Postcode			
Contact Mobile Number			
Account Email Address			
Vehicle Registration			
Company Number (if applicable)			
VAT Number (if applicable)			
Registered Charity Number (if applicable)			
Type	<b>Circle</b>	Trade (Selling)	Engagement (Information)

**PLEASE NOTE THAT POWER AND MAINS WATER IS NOT PROVIDED ON-SITE BY THE ORGANISERS.**

**I agree to adhere to the Conditions of Attendance and Site Regulations (Page 3)**

Print & Signed	
Date	

**I have enclosed:**

	Tick
Copy of Public Liability Insurance (no less than £5 million <u>per claim</u> )	
Completed Risk Assessments	
Application Form	
Photos of previous set ups including your products	

**Please return all completed documents to [pride@wolverhampton.gov.uk](mailto:pride@wolverhampton.gov.uk)**



## **Conditions of Attendance and Site Regulations**

- You must following all instructions that are e-mailed over and whilst on site. You must enter the site at the access point advised prior to arrival. The speed limit on site is 5mph at all times and in all conditions. Headlights on.
- There will be no vehicle movement on site during event hours. Driving privileges will be removed if this is not adhered to. Vehicle movement timings will be provided by the Organiser.
- The operating times outlined for each event area are detailed and late arrival and early departure is not accepted unless pre-arranged with the Event Organisers.
- NO PETROL GENERATORS. Diesel generators are permitted but must be secured, earth spiked, concealed and protected by RCD equipment. Hybrid LPG generators are permitted.
- Due to the clash of sounds, there is not to be any amplified sounds by traders/exhibitors.
- The use of LPG cylinders is permitted, however the cylinder must be suitably secured in position and enclosed within a protective enclosure.
- You are responsible for the disposal of any waste; for general waste please ensure you place rubbish in the bins provided. Disposal of your discarded waste by the City of Wolverhampton Council will be charged to you.
- All portable electrical equipment that is used on site must carry a current PAT test mark and must be used in compliance with Health and Safety regulations.
- Whilst carrying out your business, you must comply with the Health and Safety at Work Act 1974. Failure to do so may result in you being asked to leave the event.
- Under no circumstances must you trade in anything other than the product that you have specified in your application form. You have one trading opportunity only. If you intend to trade anything other than what you have specified, you must first gain permission from the Event Organiser.
- The sale of livestock, tomahawks, knives or guns, including replicas and BB guns is strictly prohibited; any trader found selling such items will be removed from site immediately. Do not trade in illegal goods. Trading Standards and Event Organisers will be carrying out onsite checks throughout the event. Please refrain from handing out stickers.
- Alcohol must not be given as a prize under any circumstances.
- The sales of alcohol and any drugs, classified or not, is strictly prohibited. Food and Drink is prohibited to be sold.
- Glass bottles and glass drink receptacles are not permitted to be distributed under any circumstances. Please refer to the guidance for on-site use of single use plastics here: <https://www.gov.uk/guidance/single-use-plastics-ban-plates-bowls-trays-containers-cutlery-and-balloon-sticks>
- The lighting of candles/oil burners/joss sticks, or the naked flame of any description is forbidden.
- The sale of goods, tickets etc. must be carried out by traders within the confines of the stand.



- The Event Management Team reserves the right to refuse admission to any person or organisation that in their opinion would prevent the good organisation of the event. Failure to comply with any of the conditions outlined may result in instant dismissal from the event. Abuse, verbal or otherwise, towards the Event Organisers or to other traders and attendees will not be tolerated.
- The allocation of sites by the Event Management Team is final. Sites are not transferable.
- Leaflets and other publicity material should not be distributed at the event beyond the immediate vicinity of the stall. Drones are not permitted to be used to capture aerial images.
- Stallholders should take their own measures to protect stock against bad weather. The City of Wolverhampton Council will not take responsibility for any weather-damaged stock.
- The City of Wolverhampton Council accepts no responsibility for loss, theft or damage to any property or persons operating or attending the site.
- Any damage that is caused to the site or persons on the site due to negligence of attending traders will be at their own liability.
- The hirer shall indemnify the City of Wolverhampton Council against all third-party costs, charges, expenses, actions, claims, demands and liabilities, in respect of any damage or injury to property, or death or injury to any person or persons arising from such usage.
- All payments must be made via invoice **prior** to the event. Access to site will be denied if pre-payment is not made prior to the event.
- Vehicles are not permitted to be parked behind your pitch under any circumstances. Drop off and collection of equipment and stock by vehicle is only permitted at the allocated times advised by the Event Management Team.
- Your pitch should be supervised at all times. If you leave your pitch before 20:00 without prior permission from the Event Management Team, you may be liable for an additional charge.
- Acceptance of the application and the issue of a confirmation letter constitute a booking and fees cannot be refunded in the event of nonattendance on the day or pitch cancellation within 30 days prior to the event.
- In the event of a force majeure closing the event at any stage, unfortunately, fees cannot be refunded.
- Drones are not permitted on site at all times.