



Booking Form for Exhibitors

Please complete the booking form and return before Friday 11th July 2025

Business Name	<input type="text"/>
Address	<input type="text"/>
Phone Number	<input type="text"/>
Website	<input type="text"/>
Email Address	<input type="text"/>
Contact Person	<input type="text"/>
What product do you plan to sell/display? Giving away free full sized products of anything being sold by another vendor at the festival is prohibited.	<input type="text"/>
Bio paragraph for promotional purposes Also please email 2 images with application to be used in social media promotion	<input type="text"/>
If you need a power connection, please list appliances & wattage do you need? (Additional charge applies, see below)	<input type="text"/>

Fee Information

Standard Exhibitor Space	<input type="checkbox"/> €75	<input type="checkbox"/> I need a table (€20 refundable deposit)
Trailer Space (Please provide size details)	<input type="checkbox"/> €100	<input type="text"/>

Optional Add Ons

Gazebo (limited availability)	<input type="checkbox"/> €25
Power Connection (limited availability)	<input type="checkbox"/> €50

I confirm that I have read and agree to the terms/conditions and wish to take an exhibition space at the Monaghan Street Food Festival on the **23rd of August 2025** inclusive. Fee is attached or paid by bank transfer (remittance or other proof of payment must be included, email to tasteofmonaghan@gmail.com)

I have included all of the following with my application: (EHO Certificate for food sellers only)

EHO Certificate ☐ Copy of Insurance with public & product liability ☐ Proof of payment ☐

Signed:

Date:

Please note that in order to guarantee an exhibition space, the organisers must receive your booking and payment on or before Friday 11th July 2025. Please book early to guarantee your space.

Payment Information

Please return your completed application form with the following:

1. Cheque – Cheques should be made payable to **Monaghan Food Network** and sent to Taste of Monaghan, c/o, Liz Brannigan, Monaghan County Council, The Glen Road, Monaghan.
2. Details of bank transfer – date, amount and paying bank

Bank:	Allied Irish Bank p.l.c.
Sort Code:	93 24 77
Account Name:	Monaghan Food Network
Account Number:	31218-025
BIC Number:	AIBKIE2D
IBAN Number:	IE79 AIBK 9324 7731 2180 25

(It is essential that you enter your business name in the transfer description/narrative)

Event Conditions

- x Applications will be taken on a first come, first served basis. Early booking is advised to avoid disappointment.
- x The Organisers reserve the right to refuse any applications which are not appropriate to the theme of the event or in the case where excessive applications (limit to be applied) are received for similar types of produce.
- x Stands/pitches will be allocated by the Organisers and will not be repositioned on the day of the festival unless absolutely necessary due to health and safety.
- x Pitch dimensions are 4m x 3m.
- x Please ensure you have enough food/stock to trade for the full day. Stands must remain in place and manned until 6 pm.
- x All Stall Holders must have their Stands complete and ready for 10:00 am on Saturday 23rd of August. Trading hours are 11 am – 6 pm on Saturday the 23rd of August.
- x It is the responsibility of the exhibitors to staff their stand at all times and to activate the space.
- x Dismantling of stands is the responsibility of the exhibitors and will be carried out following closure of the event at 6 PM on Saturday 23rd of August.
- x There is a limited number of power outlets, please advise should you require one when completing this form. Additional costs apply.

Health & Safety

- x All Food Stall Holders are subject to environmental health regulations. It is the responsibility of each stall holder to be aware of the rules and regulations relating to their particular product. All food licences (where appropriate) must be valid and displayed and a copy must be sent to us with your booking. Due care and attention by Stall Holders and their Agents with regard to stall hygiene is expected.

Health & Safety (Continued)

- x Food sampling with the intent of promoting sales of that product will be permitted as HSE guidelines are followed. **Giving away of free full sized product of anything being sold by any vendor at the festival is prohibited.**
- x All Stall Holders must have their own public liability insurance and product liability insurance. Proof of insurance is must be submitted at time of booking.
- x People working for Stall Holders and their Agents should be covered by the Stall Holders Insurance.
- x Selling of food products from another vendor not at the festival must have pre-approval from the committee.

Cancellation Policy

Refunds will only be given where a replacement can be obtained for your space and a €20 administration charge will apply to all refunds. Cancellations received before 8th of August will receive a 50% refund. No refunds will be processed for cancellations received on or after the 9th of August. Requests for refunds must be made in writing to:

Contact: The Monaghan Street Food Festival Committee
c/o Liz Brannigan
Monaghan County Council
The Glen Road
Monaghan

Email: tasteofmonaghan@gmail.com

Website: www.tasteofmonaghan.com

To keep up to date, please follow all of our social media pages:

Facebook Page	www.facebook.com/tasteofmonaghan ,
Instagram	www.instagram.com/taste_monaghan
Twitter	twitter.com/tasteofmonaghan

Thank you – we look forward to welcoming you to Monaghan Street Food Festival 2025.

To help maximise visitors to the event Taste of Monaghan will be listed on Failte Ireland's Marketing and Promotional campaign. To maximise exposure, we would appreciate if you could;

- Like and share all posts on Taste of Monaghan
- Use the following hashtags in the lead up to the event #monaghanstreetfoodfestival #tasteofmonaghan #monaghanhasit #food #funfortheweekend #outdoordining #lookforlocal

#monaghan #shoplocal #mymonaghan #summeroffood #makeabreakforit #makeabreakformonaghan
#keepdiscovering #irelandsancienteast #monaghan #monaghanfoodies

Data Protection

For full details of the collection, processing and sharing of your personal data by us and your rights in this regard, please see our Privacy Notice relevant to this activity (Taste of Monaghan Street Food Festival) on the website.