



FOOTFEST 2018

EUROVILLAGE

**GUIDELINES
AND
REGISTRATION**

Registration for a stand at Footfest 2018 is online using the following link

******* [LINK TO REGISTRATION FORM](#) *******

The last date to register a stand will be 5 working days before the event!

- A confirmation of your registration will be sent.
- A stand number will be sent to you closer to the date of the event
- Money from the stand can be delivered during the Footfest day to the finance group room (until 3 pm). **All profits are for Footfest 2018** (profits being surplus money after deduction of costs) and will be distributed amongst the charities chosen for this year.
- The stands will be erected by the Footfest Crew on **Thursday afternoon**
You are welcome to visit your **stand between 16:20 and 18:00 that evening.**
Access to the school site is available for deliveries on Friday from 07:00.
The Jazz Café will be serving breakfast
A security pass will be issued
- Anyone organising a stand will ensure that the tent and tables are clean at the end of Footfest ready for the crew to dismantle
- A stand is 2 tables, each approximately 2m long and 75cm wide.
In some areas there is 1 stand per tent – in other areas 3 stands share 2 tents
Spare tables are often available – we will try to accommodate any reasonable request
- Electricity is available in most areas of the village
Stand users will need to have their **own extension leads**
Each stand is **STRICTLY LIMITED** to a **TOTAL power demand of 1500W** – please ensure that this is not exceeded as it causes problems for the rest of the village
- Gas cylinders and cooking with hot oil is not allowed
- The Eurovillage will not begin sales until the opening ceremony is complete

- The Student Crew and Security teams will be available to help and can be easily identified by their official t-shirts
- Parking on the school site is not allowed – there is no space, sorry – please park your car carefully in the area around the school as the commune frequently checks that cars do not obstruct walkways or the bus and cycle routes
- Any queries should be addressed to Matthew ASHLEY or Anna-Maria ASI-KOEMETS via footfest@outlook.com

Outline Timetable for Stand Organisers

| Thursday | |
|---|-------------------|
| Tent delivery and construction by crew | 1200hrs – 1900hrs |
| Vehicle Access for deliveries to stands – only via Kleinberg gate | 1630hrs – 1900hrs |
| Friday | |
| Vehicle Access for deliveries to stands – only via Kleinberg gate | 0700hrs – 0800hrs |
| Pedestrian Access for set-up of stands – via Oscar-Jespers gate | 0700hrs – 1530hrs |
| The Café – serving breakfast | 0730hrs – 1530hrs |
| Opening Ceremony | 0830hrs – 1950hrs |
| Radio Footfest | 1000hrs – 1530hrs |
| Battle of the Bands | 1000hrs – 1415hrs |
| Football | 1000hrs – 1500hrs |
| Eurovillage | 1000hrs – 1530hrs |
| Primary Games | 1000hrs – 1515hrs |
| Fashion Show | Evening |
| Disco 1,2,3 | Evening |
| Tent deconstruction by crew and collection | 1530hrs – 1800hrs |
| Vehicle Access for deliveries to stands – only via Kleinberg gate | 1610hrs – 1800hrs |

Registration form link:-

https://forms.office.com/Pages/ResponsePage.aspx?id=aeA505McU0OzBwsicDW6Qthkl_t_A7NJl5lDzbyCoG1UNlo5Qks2VkpXQTBXNzZMNjZRVVZUVFBDSy4u