

**Clutter City Market FAQ’s**

**How do I apply for a stall at Clutter City Market?**

We advertise our market dates on our social media channels: Instagram, Twitter and Facebook. We will post a call out for stall holders on these channels with a deadline date to apply. We can only review applications during this call out period. Applications are to be made via our online form.   
  
Once all applications have been collated you will receive an e-mail to let you know if we can offer you a space or not. If you are offered a stall you will receive further information on payment and stall location etc. We take payment via paypal.

**What information do I need for the application form?**

In the application form you will be asked for:

* A short description of your products
* Links to photos of your products
* Price range of your products
* Links to social pages
* A comments box for any other special requirements / info

**What kind of stall holders are we looking for?**

We are looking for affordable handmade, designed or illustrated products on a small scale. We don’t accept secondhand vintage stalls or products that are not designed by you. To get an idea of the kind of stall holders we are looking for please take a look at our social pages from previous markets.

**How much do stalls cost and how much space is provided?**

We charge £35 per stall. You will be given a space that is approximately 6 ft by 3ft. We are currently unable to provide tables so stall holders must bring their own.

**I would like to share a table with another trader, is this possible?**

Yes.  If you would like to share a table with someone you know, you will both need to apply separately and be accepted.  Please state in the comments box who you would like to share with and we will try to accommodate this.

**Do you accept food and drink traders?**

Our focus is on handmade crafts and designs, so we do not accept applications from food and drink traders.  We have partnerships with local bakers that we will organise.

**Do I need public liability insurance to trade at Clutter City Market?**

Yes, all traders need to have public liability insurance in order to have a stall at our markets. Please find further information [HERE](https://gosuperscript.com/business-insurance/crafts-insurance/?utm_source=adwords&utm_source=adwords&utm_campaign=&utm_campaign=Industry%20%7C%20Home%20Crafts&utm_medium=ppc&utm_medium=ppc&utm_term=craft%20fair%20public%20liability%20insurance&utm_term=craft%20fair%20public%20liability%20insurance&hsa_mt=e&hsa_mt=e&hsa_acc=9133041737&hsa_acc=1488463050&hsa_grp=133452456868&hsa_grp=133452456868&hsa_net=adwords&hsa_net=adwords&hsa_tgt=kwd-1390986885760&hsa_tgt=kwd-1390986885760&hsa_kw=craft%20fair%20public%20liability%20insurance&hsa_kw=craft%20fair%20public%20liability%20insurance&hsa_ad=534392309654&hsa_ad=534392309654&hsa_ver=3&hsa_ver=3&hsa_src=g&hsa_src=g&hsa_cam=13911340920&hsa_cam=13911340920&gclid=Cj0KCQjwwY-LBhD6ARIsACvT72Pbe9Fed7TbWv3UJSUIcmSAfzjF367IEoMgs8FM7aV36A5Vzac1RVoaAjKxEALw_wcB)

**What time can stall holders load in from?**

Set up will be from 10am.  The market will be open to the public from 11am – 4pm. You will have between 4pm – 5pm to clear your stall space at the end of the day.

**Is there parking on site?**

If you’re coming in a car, we do not have our own car park so you will have to pay and display for 15 mins whilst loading. PLEASE NOTE you may get a ticket if you do not pay and display.

You can then park your car in a nearby pay and display for the day.   
  
The closest car parks are **Barn Road Car Park** (St Swithins Road NR2 4SZ), **Westwick Street Car Park** (Westwick Street, NR2 4SZ) **St. Andrew’s Multi-Storey Car Park**(Duke Street, NR3 3AT 1084 spaces) or**St. Giles Multi-Storey Car Park** (St Giles Street 330 spaces) which are all just a 3-9 minute walk away.

[Click here for parking information from Parkodedia.](https://en.parkopedia.co.uk/parking/attraction/norwich-arts-centre-norfolk/?arriving=202004151500&leaving=202004151700)

**How is the market promoted?**

We advertise the market on the Norwich Arts Centre website, socials and newsletter as well as Clutter City Market socials. The event will be listed on all main local events listing sites and posters and leaflets distributed where possible.

**How do I contact Clutter City?**

If you have any other queries not answered here please e-mail Kelly at cluttercitymarket@gmail.com