



Market Information

Totnes Indoor Artisan Market is held in Totnes Civic Hall on the second Tuesday of the month from April until November. It has been organised to give local artists and makers, an opportunity to sell and exhibit their hand-crafted products next to the popular, bustling High Street of Totnes. Through our break-out spaces there will also be the opportunity for artists and makers to run workshops and share skills with others.

Pitches are 6' trestle tables and available to hire at a cost of £15 per table. If you require a second table or to use the larger space by the stage, you can hire 2 tables. This includes the provision of tables, chairs, heating and lighting, a door steward, toilet facilities for stallholders only and advertising of the event.

We are able to offer two workshop spaces for hire in adjoining rooms. These are available to hire at a cost of £20 per day. Hirers are responsible for making their own bookings for the workshops or relying on passing customers. Please also be aware that access to these areas is via stairs only.

If you would like to have a pitch at Totnes Indoor Artisan Market, please send through a few photos and a brief description of what you intend to sell to: reception@totnestowncouncil.gov.uk

Every effort will be made to decorate the Hall appropriately and to provide background music suitable for the event but the market organiser's decision on these matters will be final.

Please be aware that anyone selling food will need to comply with relevant food hygiene and safety regulations. This includes being registered with environmental health and ensuring that products are labelled following the appropriate regulations.

Advertising

The events will be advertised on the What's On pages of external websites such as, Visit South Devon, Visit Devon, Visit Plymouth and Visit Totnes. It will also be advertised on the social media pages for Visit Totnes and Totnes Town Council and featured in the Visit Totnes map. There will be posters in various shops around the town, at the library, the Mansion and at Morrisons. A banner will be hung in a couple of locations around the town including outside the Civic Hall to draw people into the market.

Whilst we will do everything possible to make the market a success, stallholders are advised that no guarantee can be given on footfall through the Hall during the event. Stallholders are therefore

encouraged to promote the event themselves to supplement the advertising arrangements in order to ensure a successful event.

Please note that pitches must be paid for at least two weeks in advance of the market and the pitch hire fee is non-refundable.

Facilities

Totnes Civic Hall is an un-serviced community facility.

There is disabled access via the ramp entrance.

Hot water will be available for any sellers wishing to make their own drinks (tea, coffee and milk not provided). Alternatively, refreshments can be purchased from nearby food outlets on and around Market Square or the onsite coffee vendor when in attendance.

Each stallholder will be supplied with a 6ft trestle table plus 2 chairs for each pitch. For health and safety reasons, stock displays should not extend beyond the allocated pitch.

Wifi is available in the Civic Hall. Please refer to the Steward who will supply you with the password.

Stock Delivery and Collection

Stallholders setting up in the Civic Hall may gain access from 8:30am. It's fine to drive up to the Market Square to unload but cars must then be moved to one of the long stay car parks.

Car Parking

There is no allocated parking for the Civic Hall but there are a number of pay & display car parks in close proximity to the Hall. The Nursery or North Street car parks are both long stay car parks. Please refer to South Hams District Council link for further information www.southhams.gov.uk/article/3051/Car-Park-Locations

Payments

Please wait until you have been sent an email confirmation of you booking before making a payment. Payment by BACS is preferable or there will be a £2 additional charge for payment by cash or cheque.