



Ledbury Charter Market Additional Information

Market Days: Our Charter Market operates every **Tuesday and Saturday** throughout the year.

Pitch Options:

- **Under the Market House** – £23.50
- **On the Road (next to the Market House)** – £19.50

Each pitch measures **3m x 3m**. Traders are required to provide their own tables, but if needed, we can supply a **Ledbury Town Council gazebo** for on-road pitches. Alternatively, you may bring your own gazebo. Please note: if any damage occurs to a Ledbury Town Council gazebo, you will be held responsible. In extreme weather conditions, for health and safety reasons, no gazebos will be put up.

We also offer electricity for **£3.00 per pitch, per day**.

Special Offer for New Traders:

First-time traders can enjoy a **free pitch** for their initial market day!

Market Plan:

A Market Plan will be sent to you the day before trading. This plan will show your pitch location and provide important contact information should you need assistance during market day.

Loading and Parking:

You may bring your vehicle to the Market House to unload, but please note that we do not provide parking for traders. Convenient parking is available at the Bye Street and Bridge Street car parks. All vehicles must be removed from the roadway adjacent to the Market House by 8:30am, unless the vehicle is part of your stall setup.

How to Book:

To participate in the market, please complete and return the following forms:

1. Booking Form (If you require a hard copy, you may pick one up from the Ledbury Town Council offices)
2. Charter Market Policy Form
3. Mobile Caterers Form (if you are selling food and drinks) and to include an up-to-date food hygiene certificate.
4. Please provide an up-to-date copy of your Public Liability Insurance, that must be given before any trading takes place.

Additionally, please provide up-to-date public liability insurance before you can begin trading.

If you are interested in attending one of our specialty markets, please indicate this on your booking form.

Market Hours:

- Traders must stay until **2:00pm**
 - Open to the public: **8:00am – 4:00pm**
 - Traders must clear the site by: **5:00pm**
 - Traders typically arrive between **7:00am and 8:30am** to set up.
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Payments:

An invoice for your pitch(es) will be emailed to long standing traders mid-month to cover the following months invoice, if a trader would like to book a pitch a few days or a week in advance, they shall be invoiced immediately after receiving a confirmation of booking email.

You can pay your invoice via **Bank Transfer** or **Cheque**. Payment details will be provided at the bottom of your invoice.

If you have any questions, please feel free to **contact us** at admin@ledburytowncouncil.gov.uk or call us at **01531 632306**. We're here to help!

