

**Stall Holder Information**

Winsford Job Fair / Northwich Job Fair’s will be hosted by Cheshire West and Chester’s Skills & Employment team and JCP

The fairs will take place over one day as follows –

**Winsford Job Fair** **Thursday 22nd June 10am – 12pm at Wyvern House**

**Northwich Job Fair** **Thursday 29th June 10am – 11.30am at Northwich Job Centre**

Please read the information below, complete and sign the form overleaf and email it to [stephen.smith@cheshirewestandchester.gov.uk](mailto:stephen.smith@cheshirewestandchester.gov.uk)

If you have any questions, please contact Steve directly on 01606 288910.**0151**

It is a pop-up fair, Stall holders will need to provide:

* Your own table and chairs
* Your own banners/ stationary/ equipment
* Your current vacancies will need to be submitted to us no later than 7 days before the event

During the event there will be a feedback consultation. Please encourage attendees to complete these on the day. We will be asking all stall holders to tell us how many visited your stall to gage attendance.

* Stall holders must always take full responsibility for the security of their stands and equipment

**Your stall**

**About Winsford/Northwich Work Zone’s – Job Fairs**

I have confirmed my requirements overleaf:

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature**



**Stall Holder Registration Form**

**Your details**

Company Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**About your stall**

**Equipment:**

Will you be bringing pop-up banners? Yes ⬜ No ⬜ If yes, how many? \_\_\_\_\_\_\_\_\_\_

***(Please note please be mindful of trip hazards/ you are responsible for your own safety and others around your equipment and stall)***

**(PLEASE NOTE YOU’RE REQUIRED TO PROVIDE YOUR OWN TABLES AND CHAIRS)**

**Please note these are provided at Wyvern House**

**Staff:**

How many members of staff will you have on your stall (max 4)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list their names: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Your jobs/apprenticeships:**

Are you advertising: Jobs ⬜ Apprenticeships ⬜ Both ⬜

How many positions are you advertising? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please provide details about the position type i.e. admin, construction, sales assistant etc. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Are the posts: Temporary ⬜ Permanent ⬜ Both ⬜

Full time ⬜ Part time ⬜ Both ⬜

**Winsford/Northwich Job Fairs:** Which event/ events would you like to attend:

Winsford 22nd June – 10am – 12pm ⬜ Northwich 29th June 10am – 11.30am ⬜