



Trowbridge Village Pump Festival

24th – 27th July 2008

PLEASE NOTE

All stewards / helpers must be 18 + and attend a brief training session soon after arrival at the festival and before your first duty.

*Welcome to our network of valued stewards at one of the most unique festivals in the country. This year is the **35th**, and it is thanks to folks like you that we can continue to provide the quality of music and organisation that makes The Trowbridge Village Pump Festival so very special.*

*If you haven't worked at the Festival before you will need to enclose a cheque for **£95-00** (cost of a weekend ticket before July 1st) payable to the Trowbridge Village Pump Festival with your form. When you complete your duties, we will destroy the cheque. If you are not needed, because we have too many applications for stewarding, or cannot come for personal reasons we will of course, also destroy your cheque.*

We need people to undertake the following duties:-

- 1) **Festival office.** Thu, Fri, Sat & Sun 9am to 11pm, selling tickets & providing information.
- 2) **Artists Office.** Thu, Fri, Sat & Sun 9 am to 9pm to welcome and smooth the brows of the great and good.
- 3) **Back stage security and bar duty.** Thu & Fri 6 pm to 1am, Sat & Sun 12 noon to 1am.
- 4) **Gate stewards.** Thu 12pm to midnight. Fri, Sat and Sun 9 am to midnight to check wristbands.
- 5) **Clearing litter.** Thu, Fri, Sat & Sun 8am to 9am, 1pm to 2pm and after the afternoon concert.
- 6) **Car Park.** Ensure cars are parked correctly and moved to the car park after tent and provisions unloading.
- 7) **Camp Site Patrol.** Wed, Thu, Fri, Sat & Sun 10am to 10pm to help campers & ensure passes in order.
- 8) **Arena Stewards.** To assist with crowd control and health & safety monitoring. 9pm to 1am.
- 9) **Clearing the site.** Monday 28th & Tuesday 29th All day

*A minimum of 12 hours are worked over the weekend, usually 3 hour shifts per day although team leaders may be required to work longer shifts. To be fair to everyone, we **try** to arrange rotas so that you will do one early, one afternoon and one evening shift. It is important that you return the completed form quickly and enclose a passport photo (even if you have worked at the festival before). We always record the date you reply as places are filled on a 'first come, first served' basis and if we do not hear from you by **1st June** we will assume you are unable to help. We will send you details of your Wed, Thurs and Fri duties early in July.*

We look forward to meeting you all again and renewing some, by now, old friendships.

Best wishes Tony and Trish Batten

Please send completed form with your passport photo and cheque (if applicable) to:-

Tony and Trish Batten Tel: (01823) 400416
Peel House Email: tt@batten.f2s.com
Silver Street
Milverton,
TAUNTON
Somerset, TA4 1LA



35th Trowbridge Village Pump Festival Stewarding Application Form

PLEASE NOTE

All stewards / helpers must be 18 + and attend a brief training session soon after arrival at the festival and before your first duty.

Name:

Address:

Telephone:

Mobile:

email:

Passport Photo

The **email** address is **very important** as we hope that all correspondence next year will be via email.

Duty in 2007:

Tell us about any expertise or previous experience that you have which could help us at the festival.

Are you willing to be a Team Leader?

Put an **X** in the boxes to indicate times/days when you **WILL NOT** be at the Festival or are unable to work.

Day	Wednesday				Thursday				Friday				Saturday				Sunday				Mon	Tues						
Times	9	12	3	6	9	12	3	6	9	9	12	3	6	9	9	12	3	6	9	9	12	3	6	9	am	pm	am	pm
I cannot work																												

I declare that I do / do not have a criminal record.

Signature

Please provide details as required:

All information is confidential under the data protection act and I consent to the Festival undertaking a CRB check should my duties require this (Team leaders, arena stewards & campsite patrol).

Please copy this completed form for your records.

Signed

Date:

Please return this form with a passport photograph ASAP to the address on the letter. If you have not worked at the Trowbridge Festival before, please enclose a cheque for £95-00 payable to Trowbridge Village Pump Festival.

The first 250 acceptable applicants will work but if not successful we will notify you before the end of June 2008. Check the stewards section of the web site after June 1st to see if your application was successful.