



## Rotherham Cultural Group

The Unity Centre, St Leonards Road, Rotherham, S65 1PD

[www.rotherhamdivfest.weebly.com](http://www.rotherhamdivfest.weebly.com) [rotherhamdivfest@gmail.com](mailto:rotherhamdivfest@gmail.com)

Dear Friends

As the weather is proving even more unreliable in 2012, we have taken the decision for health and safety reasons that all stallholders should be hosted in a marquee this year, and not to have gazebos. Marquees are hired and booked in advance from Rotherham Show so we are asking you to confirm as soon as possible and by 13<sup>th</sup> August 2012 at the latest whether you will be requiring space at this year's Diversity Festival. This will also enable us to plan the marquees properly and give you the best information on the day and leading up to the event – nobody wants to be doing things at the last minute!

If you would like to have a stand in the Diversity Festival area, please send us your completed booking form (enclosed) and return it to us at the address on the form, together with your signed form accepting the 'conditions of hire of stalls in the Diversity Festival',

If you wish to bring your own marquee or gazebo, you must enclose a copy of your public liability insurance policy with your booking form as we will not be able to take responsibility for equipment brought in by groups.

As the Festival has not received Arts Council funding this year, we are very short on funds and we are asking national groups and local groups with funds to contribute to the cost of the marquee, tables and chairs we hire for the event. This will release what funds we have to book the performers and create the marketing that will attract audiences and visitors to your stall or display. The cost of a 6<sup>th</sup> space in a marquee is £66 which includes one table and two chairs for the weekend, and compares very favourably with the cost of a stand elsewhere in the Show.

This fee will be waived for Rotherham groups who demonstrate they are short on funds, or groups who provide a creative or cultural activity for each day they are present at the Festival (to be agreed beforehand by the RCG Festival Planning Committee). Rates for commercial stalls are £60 per day, £120 for the weekend and must still be of an arts or cultural nature. Individual artists are £33 per day or £66 for the weekend.

We would like to assure you that all the money will go to the Festival. The Council and the Rotherham Cultural Group management committee are not paid for organising the Festival. If we are able to find sufficient sponsors or funders your fee will be returned – so if you know of anyone who might wish to support our festival, please pass on their contact details to us.

Finally, the Festival Planning Group are all volunteers and are always looking for assistance in putting the Festival together, so if you would like to join the planning group, can suggest performers, groups or artists you think would contribute to and benefit from the Festival, or know of a potential funder or sponsor we could approach for support, please either join a meeting, call me on 07842 911734 or email [rotherhamdivfest@gmail.com](mailto:rotherhamdivfest@gmail.com). Meetings are the first Thursday in the month at 6.30pm, kindly hosted in the offices of Rotherham Open Arts Renaissance, Westgate Art Space, 2nd floor Westgate Chambers, Westgate, Rotherham S60 1AN. Additional meetings will be planned nearer to the event.

Yours faithfully  
Sameer Butt,  
Chair Rotherham Diversity Festival