

Lordswood Wedding Fayre

Supplier Booking Information

Thank you for visiting our website and downloading this information, here is an overview of how the Lordswood Wedding Fayres operate.

Overview

As of September 24th 2017, the Wedding Fayre was handed over to the team at Kent Media Group Ltd. To oversee and continue it's operation.

All future events will be run by Kent Media Group Ltd.

There are 3 spaces in each profession available, spaces are on a strictly first come first served basis and unfortunately spaces cannot be held without the non-refundable deposit payment.

The fayres have been running for a few years now with 2 wedding fayres being held each year – one in January and another in September/October, each fayre usually attracting over 100 brides.

All brides are offered free goody bags upon entry and their details are collected via our computerised system if they haven't pre-registered for the show.

There will be a fashion show (usually around midday) along with performances from some of the exhibitors in the entertainment industry, during this time we do dim the lighting but will return them to normal after the show has finished approximately 15-20 minutes later.

Refreshments are available in the form of a 'refreshments table' just outside the entrance to the suite and they will be available throughout the day for both suppliers and guests which will need to be paid per order. We'd recommend placing orders for your lunches before guests arrive to save time later; you are welcome to bring your own food and drink if you wish. Further information will be in your supplier information pack upon arrival.

Advertising

Advertisement is wide including a lot of the main 'Google search' results for wedding fayre sites, as well as in the Kent Messenger newspaper, KMFM radio, Facebook, our website, Lordswood Leisure Centre's website & internal marketing (large banner by the roadside, inside pop-up banners etc) and newsletters & leaflets distributed in the local area. We are also advertising on Hitched.com

It'd be great if you could also spread the word by sharing our Facebook posts or adding sections to your websites to attract more couples, of course graphics for each fayre are always available.

Costs

Stands are £65 + VAT with an electrical outlet.

Stands without electrical points are £60 + VAT.

If you would like an extra table they are an extra £10 + VAT per extra table.

If you are unable to exhibit on the day but would still like to be advertised then we offer leaflets to place inside the doing bridal bags which will be given to all brides attending for a fee of £15 +VAT for that single fayre.

Included in your stand price is a choice of table (either 5ft round or 6ft long) with plastic table cover, a login to our website where you can list your details in the 'supplier directory' as well as access the downloadable database of all brides who register and allow us to use their information.

Booking

If you would like to book a stand please complete the registration form on our website –

<http://www.lordswoodweddingfayre.co.uk/supplier-registration>

If you'd prefer to have one e-mailed to you please e-mail us at info@lordswoodweddingfayre.co.uk

Payments

A £20 (inc. VAT) non-refundable deposit is required on booking to secure your space & the final balance is due 28 days before the date of the fayre.

A receipt will be provided and e-mailed to you with each payment made.

A unique reference number will also be given to you upon booking, please make sure that all payments are referenced with your unique reference number so that all payments are easily tracable.

Payments are accepted via:

Cheque - made payable to Kent Media Group Limited

PayPal - Payment sent to info@kentmediagroup.co.uk

BACS/Transfer – Account Number - 93673755 Sort Code - 09-01-28

Cash – Cash payments must be pre-arranged so that a collection/drop-off can be made, you are more than welcome to leave any cash payments with reception at Lordswood Leisure Centre but please ensure that your name, business name and unique reference number are clearly labelled on an envelope and the cash placed inside. The Leisure Centre team will then ensure that the envelope is placed inside the safe and the Wedding Fayre Team are contacted.

If you have any other queries, please do not hesitate to contact us:

E: info@lordswoodweddingfayre.co.uk

T: Jack – 07722 318526, Deb – 07581 373453

F: [Facebook.com/lordswoodweddingfayre](https://www.facebook.com/lordswoodweddingfayre)