

Oundle Food Festival Traders Terms & Conditions



Application Closing Date

- Please see relevant traders page on the website
- Successful applicants will be notified as soon as we agree your received application.
- Unsuccessful applicants will be notified ASAP.

Cancellation

- Should the Trader cancel their attendance at the event once confirmed, fees paid are non-refundable.
- Should the event be cancelled by Government decision, fees will be refundable.
- Should the Creative Oundle management cancel the event, fees will be transferrable or refundable.
- No refunds, full or partial, will be available should trading not meet with trader's expectation.

Collections & Appeals

- No charitable or other appeals, collections or sale of raffle tickets is allowed other than by direct permission of the Creative Oundle management.

Insurance

- Each stall **must** have their own Public Liability Insurance for at least £5,000,000 (we recommend membership of NCASS).
- A copy of the current valid certificate **should have been attached to your application**.
The original certificate to cover the event period **must** be available for viewing at the event.

Litter

- Caterers / traders are responsible for the removal and disposal of rubbish and waste from their units.
- On departure **do not** leave your rubbish, equipment or gas bottles on site.
- We will invoice you for anything left behind that should have been taken away.

Noise

- No public address equipment, radios, amplified music and musical instruments or noisy engines are permitted on any catering unit.
- The Creative Oundle management reserve the right to ban the operation of two-way radio equipment if this is found to interfere with the event communications.

Opening Times

- Opening times of your unit throughout the event will be at your discretion, however trading must cease no later than 4pm.

Payment

- Upon receipt of an invoice (via Quickbooks) payment must be made in full immediately.
NO PAYMENT. NO PITCH.
- Payment should be made via BACS, details can be found on the invoice.
- Please use the invoice number or company name as the bank ref.
- VAT receipts will be issued on request only.
- **Payments are non-refundable unless meeting above 'Cancellation' terms.**

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Power

- No power is provided by the event management.
- **Silent generators** are permitted, if detailed at the point of application
- Creative Oundle reserves the right to ask for generators to be moved or switched off if required for Health and Safety reasons.

Safety

- **Each concessionaire must bring suitable fire extinguisher/s.**
- All traders will comply to the Food Safety Information document issued by Creative Oundle

Security

- Creative Oundle cannot be held responsible for any loss or damage.

Setting-up & Taking Down

- Access to the Festival Site is from 6.30am on the day of the event: specific arrival times will be allocated at the discretion of Creative Oundle and its representatives.
- Access to the site may not be permitted if traders arrive before their allotted time slot.
- Catering units **must not** be sited or erected without consultation with the event representatives on arrival.
- Setting up must be completed by 9am on the day of the event.
- Trading will commence as the Site opens at 9am on the day of the event.
- ALL vehicles other than permitted traders converted vehicles must be removed to the designated traders parking area by 8.30am on the day of the event.
- **NO VEHICLE MOVEMENT** is permitted on site until **AFTER** 4pm on the day of the event.
- The site must be cleared by 5.30pm on the day of the event.

Unit Space

- All pitches are 3m x 3m unless specified on the application form.
- No sub-letting of space is permitted.
- Metal frame structures with overhanging top poles and goods are not permitted.
- Final layout of stalls will be at the Festival managements discretion, and your position will be given on arrival.

Water

- No access to water is provided by Creative Oundle.
- You will need to provide clean and safe water containers and conform to the Local Authority regulations.

Environment

- We ask that you consider the environment:

Do you really have to sell water in single use plastic bottles?

Do you currently supply environmentally friendly plates / bowls / cutlery / cups?

What happens to your consumable waste? Could it be collected by a local appropriate charity and distributed to those in need?