

STALL HOLDER TERMS AND CONDITIONS FOR THAME FOOD FESTIVAL 2024

General

1. Stalls are non-transferable. We only provide stall space – stallholders will need to provide their own gazebo, tables and equipment etc. We are on grass (not paving) all gazebos must be pegged down and correctly weighted. IF YOU REQUIRE a double stall, you need to pay double the price.
2.
 - Artisan Food Stalls are a 3m x 3m
 - Street Food Stalls are 6m x 3m
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3. The organisers decisions are final with regard to stall acceptance and layout. Whilst every effort will be made to meet the requirements of the stall holder, TFF cannot guarantee a particular position within the event space.
4. Set-up instructions will be issued to stallholders at least 10 days prior to the event and we ask that these instructions are strictly adhered to.
5. The event is officially open for trading on Saturday 28th September and Sunday 29th September 2024. Sat: 10am to 6pm, Sun: 10am - 5pm.
6. Anyone selling illegal, counterfeit or inappropriate goods will be removed from site and the relevant authorities will be informed.
7. TFF regrets that refunds cannot be given for bookings cancelled by stallholders after payment has been made.
8. If TFF has to cancel due to exceptional circumstances, including but not limited to an act of terrorism, a Covid spike, epidemic, pandemic or other public health concern, adverse weather conditions, an unforeseeable act of God or restrictions imposed by any regulatory, health and safety, local or government authority - no stall holder fees can be refunded. However we will transfer your stall to the following year's festival.

The decision on any refunds made or declined subject to this clause will be at the sole discretion of TFF.
9. Stands must not be dismantled or moved prior to the closing time of the event. If you do sell out of stock please leave your stand in place displaying promotional material for your business with a sign saying 'Sold Out'. Failure to comply will be noted and future applications may be refused. No vehicles will be allowed on site until the festival has closed on Sunday 29th September at 5pm to dismantle your pitch.
10. No vehicles are permitted on site at the event during public opening times - Sat 10am - 6pm, Sun 10am - 5pm, unless part of the stand and can be accommodated within the stand space. Producers need to request per-mission to have vehicle on site as

part of the stand space from the Festival organisers. Permission is at the organiser's discretion.

9. Trader Vehicles - car park - you can park your vehicles there for the weekend for FREE.
10. Stallholders need to provide their own refrigeration and any other equipment necessary for the safe handling of all chilled goods. The Festival DOES NOT provide hand wash facilities, refrigeration, gas supply or electricity cabling/connectors – you will need to provide your own and ensure that they are in good working order, with any relevant inspection/certificate documents up to date and to hand at the event. Clearly the organisers reserve the right to amend this in order to comply with any Government or Local Authority advice.
11. Stall holders are reminded that it is their responsibility to ensure they comply with the law in all aspects of food hygiene, health and safety, employment, licensing, trading standards and any other relevant legislation.
12. Every stall holder is responsible for carrying out a risk assessment of their stand and to ensure that all potential risks are minimised; hazards should be identified and protective/ preventative measures implemented.
13. Stallholders must only sell what is stated on their booking form. The festival curates the stalls so that there is little duplication - if you bring food that is not stated on the form and it conflicts, you will be asked to remove and not sell it.
14. Stallholders selling alcohol will have to pay £20 towards the Festival licence. The designated premises supervisor will have the authority to close down any stall selling alcohol to under 18s. If you do so, you may be removed from the food festival.
15. The use of your own generators is NOT permitted and any exhibitor found using one will be asked to stop, and will then be charged for an electrical supply.

Electricity is provided by, and must to be booked in advance with our own suppliers – Moonlite and directly by you. If you say yes to power on the form, we will send you the power booking form by email – you are then responsible for booking the power by the agreed date. A surcharge will be implemented by the power supply company on failure to book by the agreed date, as stated in their power booking form T&Cs.

PLEASE NOTE:

Please treat our team with the respect and courtesy they deserve. They work incredibly hard on your behalf, so any aggressive behaviour towards them will not be tolerated and you will be immediately asked to leave the event by our security team.

Public Liability Insurance

1. Stallholders are responsible for the insurance of their own property and must have current Public Liability Insurance to the value of £2 million at the time of the event. They must also hold Product and Employer Liability Insurance where applicable.
2. Stallholders must give details of their insurance cover as part of the booking procedure and have certificates with them for inspection at the event. Failure to do so

may lead to your removal from the food festival.

3. Stallholders shall not hold TFF responsible for any injury, loss, liability, damage, theft or destruction of any exhibit, goods, property or equipment.

Health and Safety

1. All stalls must meet Health & Safety Standards in line with the Health & Safety at Work Act 1974. Health and Safety officials will inspect the site during the event. We are on grass (not paving) all gazebos must be pegged down and correctly weighted.

2. Stalls may be inspected by Environmental Health, Trading Standards Officers, Oxfordshire Fire and Rescue Service or any other professional body.

3. Stalls who use powered appliances must supply the relevant safety certificates as well as fire extinguishers and adequate barriers around the powered equipment.

Stalls cooking food – 4kg dry powder or 4 litres of foam. If deep fat frying a flame failure device is recommended and a suitable fire blanket.

Stalls with electrical equipment – 4kg dry powder or Car-bon Dioxide CO2

4. All food businesses must provide details of the local Authority their business is registered with their Food Hygiene certificate where appropriate, which is available for inspection on the day.

5. Stallholders using gas cylinders are expected to provide suitable storage facilities. All cylinders must be installed prior to the opening of the event and must not be transported during the event.

Stallholders are responsible for ensuring that they conform to GasSafe regulations.

6. All electrical equipment must be PAT tested with a current sticker/certificate with the equipment.

Security

1. We have security overnight on Friday and Saturday. There is no security on the Sunday night so please remove your pitch and don't leave anything behind. If you leave any broken equipment or gazebos behind you will be charged £500 for the disposal of item.

2. The Organisers will not accept liability for any accident, damage or loss that may occur to any Stall holder or to any article while entering or leaving or during the period it is on the Show Ground.

3. Stall holders are responsible for the security of their exhibits and property at all times and are advised to insure their exhibits against such loss or damage including risk of fire.

4. Stall holders are responsible for the safety of all third parties in respect of their activities and especially for the safe operation of any working exhibits or displays on their stand area.

5. Access to stand must be provided at all time to the organisers and H&S staff for inspection purposes.

6. Stall holders will be held responsible for loss or damage or injury to property (including other Stall holders) and persons, caused by themselves their staff or agents.

PLEASE NOTE YOUR STALL IS NOT CONFIRMED UNTIL IT IS PAID FOR AND WE HAVE RECEIVED YOUR RISK ASSESSMENT AND ANY OTHER DOCUMENTATION.

