



Burnham Donkey Derby

Saturday 25th May 2019

Terms & Conditions

General Stall Hire Terms and Conditions

- 1) Bookings are accepted at the absolute discretion of Burnham Donkey Derby Committee ('The Committee'). Payment will be refunded in full for any booking refused.
- 2) A stall pitch measures 4m x 4m. Any one stallholder may book more than one pitch, or may book an agreed larger pitch at a cost that has been agreed with The Committee. All stallholders are responsible for bringing their own gazebo, table and chairs etc.
- 3) Commercial Stalls cost £50 each to hire for a single pitch.
- 4) Charity and Community Stalls cost £40 to hire for a single pitch.
- 5) Additional tables, bookable in advance, are available at a cost of £5 each.
- 6) **Upon entering the site, all stallholders must show their 'Confirmation of Booking Receipt' BEFORE you are guided by stewards to the pitch that is reserved for you.**
- 7) All stallholders must remain in place for the duration of the event (12.00am – 5.00pm.) Set up from 9.00am, shut down between 5.00pm and 5.30pm).
- 8) Please note there is no car movement between the hours of 12 noon and 5.00 pm.
- 9) All stallholders must keep within the space of their stall. No freestanding adverts or signs are allowed.
- 10) Payment
Application Forms and payment in full must be received no later than Friday 29th March 2019 by cheque or bank transfer.
Bank: CAF Bank
Sort code: 40-52-40
Account no: 00023754
Account name: RCBB Trust Fund
Ref: [Payee to quote reference e.g. Name of your stall or business]
- 11) Payment must be received at the time of booking. No booking will be confirmed until payment is received in full and a copy of your Public Liability Insurance Certificate has been received.
- 12) Once payment has been received, there is no refund for cancellation by the stallholder.
- 13) There is no on-site electricity supply. Diesel & petrol generators **are** permitted.
- 14) The stallholder must not place goods beyond the boundaries of the stall, either on the ground or hanging, except by permission of the Committee.
- 15) The stallholder must keep the stall and fittings, and the space below the stall clean and free from litter. **All rubbish and debris must be removed at the end of the day.**
- 16) The stallholders selling food products must comply with the Food Safety (General Food Hygiene) Regulations as amended, and the Food Safety (Temperature Control) Regulations 1995 as amended.
- 17) The stallholder must have Public Liability Insurance cover for at least £2 million and send in a copy of their Public Liability Insurance Certificate for verification purposes.
- 18) Stall holders shall not be entitled to assign, share or sublet all or part of their site without prior written consent from the Committee.
- 19) All vehicles must be removed off-site after setting up (or by 11.30a.m. at the very latest) as directed by The Committee. No stallholders will be permitted to have vehicles in the public areas during the hours of trading.
- 19) The Burnham Donkey Derby Committee will not be liable for any loss or damage, consequential or otherwise, to any trader's property or produce.
- 20) The Committee reserves the right to cancel your booking if you fail to provide information when requested by The Committee, e.g. a copy of your Public Liability Insurance Certificate.
- 21) We do not expect stall operators to smoke within the vicinity of their stall.

22) The Committee reserves the right to order a stallholder to cease trading in the event either of a breach of these terms and conditions or of a gross misconduct (which shall be deemed to include any behaviour liable to disrupt lawful trade or to damage the reputation of the Burnham Donkey Derby).

The Burnham Donkey Derby is organised by the Rotary Club of Burnham Beeches Trust Fund
Registered Charity No. 1073196
www.burnhamdonkeyberby.co.uk