



## **Terms and Conditions for Stand Holders**

### **Please read these carefully before completing the application form**

**Product:** We request that exhibitors declare in detail what they will be selling on their stand on the application form.

- No stall holder will be allowed to trade without supplying a current Public Liability Insurance certificate with cover of at least £5m. This must be provided no later than two months before the event, to avoid cancellation of the pitch.
- Food retailers must provide a local authority hygiene certificate/rating with their application.
- All confirmed stall holders agree to the use of photography in any promotional or publicity material, and the use of trade stand names on our website/ social media for promotional purposes.
- Once a booking has been confirmed the stall holder will have 14 days after successful application within which to make a cleared payment for the pitch. If payment is not received in that time, the booking will be cancelled and the space offered to the next person on the waiting list.
- No refunds will be given for any booked and confirmed pitches, unless the organiser cancels the event.
- Allocation of spaces at the venue is at the sole discretion of the organiser.

**Insurance:** The organiser / owners of Pensthorpe and employees shall not be responsible for any accidents, damage or loss, however caused, that may occur to any person, motor vehicle, article or property. Therefore, please ensure you, your employees and your goods are insured by yourselves. The organiser / owners or employees of Pensthorpe Natural Park will not be responsible in any way for:

- Any article or object of any kind exhibited. The exhibitor shall assume full responsibility for these, including liability for all claims arising out of the handling of exhibits and the conduct of their stand generally. The exhibitor shall indemnify the organiser against all claims, damages or expenses arising in any way out of the presence of the exhibitor, staff or exhibits at the event. Acceptances of these provisions shall be a condition of entry.
- The security or safety of the exhibitors or any personal effects or tools belonging to exhibitors, the public or to any contractor or of any structure on their stands. Any gazebos or similar must be weighted down and secured.
- Any claim for compensation or otherwise in regard to the holding of or anything arising out of or in connection with the event.
- Any accident that may occur or for the death, injury, disease or loss caused to any exhibitor or his or her servant or agent, from whatsoever cause, death, injury, disease or loss arises.
- Any loss or damage whatsoever arising from the abandonment, cancellation or postponement of the event or any such eventuality.
- Any loss or damage to vehicles whilst on site.

**Health & Safety:** Failure to comply with any health & safety guidance or instruction issued by the organiser or an authorised employee of Pensthorpe Natural Park may result in the trader, contractor or organisation being required to cease trading and / or from being involved in any further activity relating to the event. They may also be required to remove their equipment, goods and other effects from the site of the event.

Any expenses occurred by the organiser or the owners in removing the risks to health & safety or in preventing pollution / damage of the environment, which has arisen from the actions or negligence of any trader or organisation taking part in the event, will be recovered from that trader or organisation.

**Car Parking:** Designated parking will be available on the day.

**Speed limit:** There is a 15mph speed limit at Pensthorpe – please abide by it.

**Setting up:** The site will be accessible from 7am; all vendors must be set up and vehicles removed by 9.30am ready for trading at 10am.

- All the stands will be marked out and there will be a plan, so please make yourselves known before setting up.
- Please keep within your designated space.
- Please do not clear your stand before 4pm on the day of the event.

**Litter:** Please put any litter in the bins provided and clear any rubbish away at the end of the event.

**Electricity:** All electrical appliances must have a valid PAT test and the wattage of all items used must be itemised when your pitch is confirmed. A PAT test certificate is required for all items. Any unauthorised electrical items will be taken from the exhibitor, stored safely and returned to them at the end of the event.

Anyone failing to comply with the above conditions or behaving in a way that is offensive or dangerous will be stopped from trading and may be removed from the event without a refund.

The organiser / owners reserves the right to refuse entrance.