



Watchet Festival

August 24-26th 2012

Festival Market Traders

Terms and Conditions

- **Traders must only sell goods specified in their application.** Any changes to the application form must be made in writing to the Festival Office at least one month prior to the start of the festival.
- **Security** The festival site will have 24-hour security across the festival weekend. From midday Thursday 23rd August until midday Monday 27th August
- **Wristbands** All Traders staff will be issued with a wristband that must be worn by all staff at all times and will not be re issued if lost.
- **Alcohol and Catering is sold at separate concessions.**
- **Sub-contracting** stalls or a part of stalls, by traders is not permitted.
- **Full payment for stalls must be made before 1st July 2012** to: Watchet Music Festival PO Box 36 Watchet TA23 0XZ. Non-payment by that time will result in the site being reallocated. Payment by cheque to be made out to Watchet LIVE, please email us if you wish to make an electronic payment by BAC's please contact us via email.
- **Market traders to be on site and set up by midday on Friday 26th August 2011**, and be ready to trade by this time on Friday 26th August, when the public starts to come on site. Access to the site for setting up will be between Midday and 8pm on Thursday 25th. The Management reserve the right to reallocate stalls if essential for operational reasons or if traders arrive late. The site must be vacated by Midday Monday 28th August.
- **Restricted vehicle movement.** In the aspect of safety no vehicle movement on or off the festival arena is permitted from midday until 1am daily. Please ensure that all deliveries and staff vehicles are actioned prior to these times.
- **All vehicles are brought on site at their owners' risk.** The Festival cannot accept responsibility for any loss or damage that may occur during the festival.
- **Each exhibitor must provide his or her mobile display**, equipment, and must attend to their own unit. . Ensure you have a sturdy stall / gazebo as the festival site is exposed to the elements
- **Setting up.** Exhibitors are responsible for setting up their own equipment (mobile unit, awning, table & chairs, etc.) and keeping their pitch space clean.

- **Electricity for markets traders must be provided by Watchet LIVE.** Brought in Generators are not permitted on site for health, safety and noise reasons.. Please advise Watchet LIVE of your power requirements in advance if you require any power points (A charge may apply) Traders who pull more power than ordered and cause the circuit to go down will be disconnected. Any electrical equipment used must hold a up to date electrical text certification, Watchet LIVE will have on site qualified electricians who can conduct and test equipment if required, (a charge will apply) Power is supplied for stall lighting only between 1900- midnight daily, after this time the market traders generator will be switched off to save fuel and carbon emissions.
- **No animals are to be brought on site.** This is a license condition.
- **Traders are responsible for ensuring that they and their staff adhere to the published pass system.** The Festival cannot accept any responsibility if traders do not adhere to the system, or lose passes. Trading staff without passes will not be admitted to the festival. Vehicle passes are non-transferable and must not be moved to other vehicle.
- **Amplified Music.** No music to be played without prior agreement with the Festival Management.
- **No broadcasting of visual images** without prior agreement with the Festival Management.
- **No rebates will be given** to traders as a result of adverse weather conditions, nor as a result of changes in performance programmes or re-siting stalls within the Festival. The Festival will not accept responsibility for the level of trading during the event.

Health & Safety

- **Traders must comply with the Health, Safety and Hygiene requirements** of the Festival Management and West Somerset Council.
- **Official organisations.** Traders are required to co-operate fully with Site Management, The Event Safety Officer, Security, Emergency Services, Police and all official organisations on site - such as Environmental Health Officers, Fire Officers, Customs and Excise staff, the Environment Agency, Trading Standards Officers.
- **Structures.** All traders' structures will be checked by the Event Safety Officer for stability. Unsuitable or unsafe structures will be required to be removed.
- **In order to reduce on site traffic,** Traders are expected to bring sufficient stock for each days trading. Vehicle movement will not be allowed during trading hours. Any vehicles being used must have the relevant passes. No motorcycles or unlicensed off road vehicles will be permitted.
- **Items not permitted on site.** Body-piercing equipment, generators, lasers, fireworks and weapons or potential weapons are not permitted on site for safety reasons and will be confiscated. Traders must co-operate fully with Festival Security in any search of vehicles or stalls.

- **An emergency access route** will be established into the main festival site, this must be kept clear of traffic and obstacles at all times

Waste

- Traders are responsible for keeping both the 5 metre area in front of their stalls as well as their back of market space tidy and free of rubbish. Traders must leave their site as they found it. All rubbish must be put into the appropriate skips. We ask you all to please take care of the environment in which you trade.

Fire Safety

- **Fires.** No open fires are allowed on site.
- **No Petrol or Diesel or Gas Generators** will be permitted on site.
- **Fire points** and emergency exits will be located around the site please do not block these points
- All traders should familiarise themselves with the Regulatory Reform (Fire Safety) Order 2005 and the position of the festival fire points and exits
- The Responsible person for the stall must carry out a Fire Risk Assessment; this must be in a written format where more than 5 persons are employed or where a licence is in force. Further information can be found at - www.firesafetyguides.communities.gov.uk
- **Fires.** No open fires are allowed on site.
- **No Petrol or Diesel or Gas Generators** will be permitted on site.
- **Fire Safety.** Please ensure that you have adequate exit points in the event of a fire and that you have sufficient lighting to see them. We also ask that you have fire safety equipment to the satisfaction of the Event Safety Officer, and that it has been tested in the last 12 months. All your staff should be trained in the event of a fire, and all structures and drapes must be durably flame proofed to BS3120.

Any questions please email info@watchetfestival.co.uk