



# Terms & Conditions

**Saturday 13<sup>h</sup> July 2024**

Places are limited, so it is advised to apply as early as possible.

I understand that by falsifying any details on my application, it will make it invalid and will mean termination of booking. Once a Stall application has been applied for and paid in full, no refunds will be paid out.

## Insurance

Part of the booking with ourselves (Workshop Pride) requires each stallholder to have Public Liability Insurance which covers on site activities. A valid copy of your insurance certificate is required, as part of your Terms & Conditions.

As part of the booking process, you will be required to input the policy number and bring a copy with you on the day for inspection.

## Loading/Unloading

Vehicles will only be permitted to move during set times. No Vehicle Access is permitted after 11.30am. After this time Vehicles may only move when given authorisation from the Event Control and with security escort.

## Stall Basics

Stallholders must provide their **own stall** and must not exceed their designated pitch of 3m X 3m, Workshop Pride **will not** provide tables, gazebos or power to any stall holder. When using temporary structures such as gazebos, awnings or tents the exhibitor must make sure it complies with health and safety standards. Due to our health and safety policy all stalls must be grounded with weights only. Failure to comply will mean that your temporary structure will need to be dismantled or we reserve the right to cease your trading on the site.

## Key Times

- You will be allowed to setup your stall on the day of Pride from 9am.
- You must have set up your stall by 11:45am on Pride Day.
- Vehicles must be off site by 11:30pm.

## General Conditions

1. Please ensure all items on your stall are appropriate for an event like Pride i.e. not depicting any homophobic slurs.
2. Workshop Pride cannot accept liability for any injury, personal or business loss that occurs as a result of your attendance to the event.
3. You must not exceed your allocated pitch, encroach on to the pitch on either side or on to the aisles. Non-compliance will result in you being asked to move back into your allocated area or charged for further spacing.
4. No pre-erected stalls are available.
5. If you are bringing a generator only diesel is permitted and must be of a quiet type. Appropriate generator safety certificate will be required for inspection on the day.

6. Worksoop Pride Committee cannot be held responsible for any loss or damage to goods on your stall, including acts of God and vandalism.
7. Worksoop Pride Committee cannot be held responsible for any loss, damage or vandalism to any equipment and vehicles at the event. Vehicles and equipment are left at owners own risk.
8. Worksoop Pride Committee cannot be held responsible if there are stalls selling similar or identical products/services.
9. ONLY ONE Service/Business per stall – Please no sharing of stall spaces unless prior permission is granted.

Any vehicle irregularly parked in the event site or obstructing any exit must be moved immediately otherwise it will be at risk of being clamped and a release fee will need to be paid. There are various car parking facilities around the Worksoop Pride area.

### **Safeguarding, Security & First Aid**

Please note that any Safeguarding concerns relating to Children or Vulnerable adults must be reported to the Operations Manager responsible for Safeguarding. Any matters regarding security of the event must be reported to Event Control, details of how to contact them will be provided on the day.

If you or someone else requires First Aid this must be completed by our onsite First Aiders who will be patrolling the site. They can also be contacted via Event Control.

### **Incidents & Accidents**

All incidents & accidents must be reported to event control immediately.

### **Prohibited Items.**

We cannot allow under any circumstances traders to sell:

- Knives or anything that could be construed as a weapon or replica weapon.
- Any illegal or controlled substances.
- Food, snacks, soft drinks, ice cream, alcohol, cigarettes or tobacco products of any description without written permission from the committee.
- Any illegal copies of records, CDs, videos or tape recordings.
- Candles, can be sold but must not be lit.
- Handheld torches, flares or wands which may constitute a fire hazard or cause injury to any person.
- Laser pens or other laser equipment.

Any Exhibitor found selling these products will be removed from the site and no refund will be available.

### **Explicit / Adult Materials**

You must inform us at the time of booking if you intend to sell, or display, any materials or products classified as 'adult' or 'explicit'. We reserve the right to refuse applications of this nature.

### **Disputes**

In the event of any disputes the Operations Director decision is final.

### **Applications**

All applications for Trade Space should be submitted on the online booking form.

### **Security of your Stall**

Exhibitors shall be solely responsible for providing security for their own Market Stall, Exhibition or Trade Space.