

# Trade Market Terms & Conditions 2017



Oxfordshire's 53rd ● 25-28 August 2017

## towersey festival



**This small print is very informative.  
We suggest you read it and bring it with you to Towersey.**



**Towersey Festival Ltd, PO Box 296, Matlock, Derbyshire, DE4 3XU**  
**info@towerseyfestival.com 01629 827017 www.towerseyfestival.com**

### Accommodation

- Camping - tents & sleep-in vehicles may be used inside the **pitch space booked only**. There will be no camping in the Trade Market outside the space booked.
- Camping is available on the Festival campsite if booked and paid for in advance.
- Caravans / Motorhomes must be pitched on the Caravan/Canvas site.
- Alternative accommodation is available in the surrounding area.  
See [www.southernoxfordshire.com](http://www.southernoxfordshire.com) for details.

### Applications

- Photographs of goods for any first timers at Towersey **must** accompany the application. The Festival Organisers reserve the right to accept or refuse any application.

### BACS

- Towersey Festival Ltd, A/C 51639726, S/C 60-01-31
- Please use your Stall name as bank ref.

### Cancellation

- Should the Trader cancel their attendance at the Festival, once confirmed, fees paid are non-refundable.
- Should the Festival be cancelled by Government decision, fees will be non-refundable.
- Should the Management cancel the Festival, fees will be refundable.
- No refunds, full or partial, will be available should trading not meet with expectation.

### Catering & Sale Items

- No sale of food or drink from stalls is allowed unless agreed with management.
- The Festival arranges its Catering concessions separately.
- No offensive or anti-social items to be sold. Any items deemed unsuitable must be removed at the Festival Organisers' discretion.

### Closing Date

- 31 May 2017.
- Successful applicants will be notified as soon as we agree your received application.
- Unsuccessful applicants will be notified ASAP.

### Collections & Appeals

- **No** charitable or other appeals, collections or sale of raffle or draw tickets are allowed other than for Festival funds.

### Dogs

- **Please DO NOT bring a dog to Towersey.** Dogs are **NOT** permitted anywhere on site.
- Dogs to assist people with disabilities will be admitted to all venues.

### Electricity

- **Requirements will not exceed that of a 16amp-supply unless booked and paid for.**
- Generators are not allowed in the Trade Market.
- Please note that for everyone's safety the electricity supply to the Trade Market is protected by a very sensitive circuit breaker.
- Any electrical equipment with a slightest fault will cause the breaker to operate and cut off power to the whole area. Therefore, please ensure that all equipment is wired to a high standard.
- Exhibitors will be responsible for safe wiring installations at their own stands, which will be connected to a 16amp supply provided by the Festival.
- Exhibitors should ensure that their equipment is protected by correctly rated fuses.
- Exhibitors whose equipment and/or wiring are deemed to be unsafe will be disconnected from the wiring system by Site engineers.  
Due to power limitations **we cannot allow use of halogen lamps.** Please use LED.

### GREEN Deposit

- Please post a separate cheque for £100 to the Festival Office as soon as your stall is confirmed.
- \*This cheque will be retained by the Festival and only banked if you leave rubbish, equipment or gas bottles on site at the end of the Festival.
- If your deposit is retained it will be banked on Tuesday 29 August 2017.
- Payable to **Towersey Festival Ltd** please.
- All unbanked cheques will be destroyed after the Festival.
- Bounced cheques will incur a £40 admin charge.

### Insurance

- Each stall **must** have its own Public Liability Insurance for at least £5,000,000.
- We recommend the National Market Traders Federation.  
01226 749021, [generaloffice@nmtf.co.uk](mailto:generaloffice@nmtf.co.uk)
- A copy of the current valid certificate **must be posted with your GREEN cheque.** The original to cover the Festival period **must be produced** at the Festival.

### Litter

- Please assist in keeping the Trade Market free from litter and waste. Trade waste must be cleared by the stall holder at the end of the Festival.
- On departure **DO NOT** leave your rubbish, equipment or gas bottles on site. If you do your GREEN deposit cheque will be banked by the Festival.

### Noise

- Playing of any music (and we would prefer it if the music was in keeping with the Festival atmosphere), **MUST** be kept to an acceptable volume level. Please do not cause disruption to the general ambience of the Festival.

### Opening Times

- These will be at the stall holders discretion but are recommended to be at least 2pm - 8pm Thursday, 10am - 8pm Friday to Sunday and 10am - 6pm Monday.

### Payment

- 1 June 2017 latest - the balance of your stall payment is due **IN FULL**. You may pay the full amount at time of confirmation but please make sure the balance is paid **IN FULL** by 1 June 2017. **NO PAYMENT. NO PITCH.**
- Cheques to Towersey Festival LTD please. See BACS section for bank details.
- **Payments are non-refundable once we have confirmed your stall.**

### Security

- Overnight security personnel are provided as a deterrent to theft and vandalism.
- Neither the Festival Organisers nor security firm can be held responsible for any loss or damage.

### Setting Up, Deliveries & Taking Down

- Access to the site will be from 12noon on Wednesday 23 August 2017 and **NOT BEFORE**. Set up must be complete by 12noon on Thursday 24 August 2017.
- Sub-letting of stall space is not permitted, and we cannot normally accept applications from "conglomerates" although we have no objection to shared stalls if full details are given on the application form. If you are in doubt or if you require further information, please contact us at the Festival Office.
- Vehicle access for deliveries to stalls is available from 8am-11.30am on Thursday and 8am-10am on Saturday, Sunday and Monday. Parking for vehicles to deliver will be available subject to space and the Trade Managers discretion. At **all** other times, vehicles must be removed from the site. The Rugby Club area is **NOT** for parking of Trade, Craft or Music Fair vehicles. We restrict movement because the Site is open to the public, whom we have a duty to safeguard.
- Final layout of the stalls will be at the Organisers' discretion, and your stall position will be given on arrival. **Please do not contact us in advance.**
- The Site must be cleared by 2pm on Tuesday 29 August 2017.

### Stall Space

- The site offered is "pitch only". The Festival Organisers will not supply tables, chairs, water or any other equipment unless booked and paid for.
- Stall space is available in multiples of 0.5 metre units at a cost of **£65** per 0.5m frontage. Minimum frontage of 3 metres (3m converts to approx. 9.84 feet)
- All stalls have a depth of 15 metres.
- Metal frame structures with overhanging top poles and overhanging goods are not permitted.

### Tickets

- 2 free Adult Weekend tickets per stall. These cover all events & 6 nights camping within booked stall space.
- Festival Green passes available on request (maximum of 3).  
**NB Festival Green site passes do not allow access to any event or camping in any other areas.**
- For entry to events and Festival site camping you will need a Weekend ticket.
- Additional Weekend tickets are available to buy **in advance**.
- Camping permits cost £25 per Adult or Youth (12-17yrs), Children (5-11yrs) FREE.

### VAT

- HMRC have declared VAT at 20% (current rate Jan '17) must be added to all pitch fees.

### Vehicles

- One vehicle permit is allowed per stall and **must be displayed at all times** (emailed to you with final details). **DO NOT** arrive without this pass.
- The Organisers reserve the right to restrict vehicle movement and parking subject to weather and ground conditions.