

Arts & Crafts Terms & Conditions 2018



**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 827016 www.towerseyfestival.com**

NEW FOR 2018

We have made some changes to the site layout for 2018, making all our venues more accessible to all. There is now no need for "Trader Badges". See **tickets** for further info.

Accommodation

- No camping or caravans will be allowed behind the MUSIC CAFÉ marquee.
- Tents, Caravans, Motorhomes camping is available on the Festival Caravan/Canvas site.
- Camping permits cost £26 per Adult or Youth (12-17yrs), Children (5-11yrs) FREE.
- Alternative accommodation is available in the surrounding area.
See 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 your 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 for Applications

- 31 May 2018.
- 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-socket outlet.**
- Generators are not allowed in the ARTS & CRAFTS marquee.
- Please note that for everyone's safety the electricity supply to the ARTS & CRAFTS marquee 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 13amp socket outlet (16amp reduced to 13amp) provided by the Festival.
- Exhibitors should ensure that their equipment is protected by correctly rated fuse in the 13amp-plug top.
- Exhibitors whose equipment and/or wiring are deemed to be unsafe will be disconnected from the wiring system by Site engineers.
- To reduce our carbon footprint **we cannot allow use of halogen lamps.** Please use LED.
- **Each stall must bring a suitable fire extinguisher/s.**

Green Deposit

- Please post a separate cheque for £100 to the Festival office as soon we confirm your stall.
- Cheques payable to **Towersey Festival Ltd** please
- 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 28 August 2018.
- 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
- A copy of the current valid certificate **must be sent with this application.** The original to cover the Festival period **must** be produced at the Festival.

Litter

- Please assist in keeping the ARTS & CRAFTS marquee free from litter. 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 radio or music is **not** allowed in the ARTS & CRAFTS marquee without the expressed permission of the Festival Organisers.

Opening Times

- These will be at the stall holders discretion but are recommended to be at least 12noon - 8pm Thursday, 10am - 8pm Friday - Sunday and 10am - 6pm Monday.

Payment

- Payment **IN FULL** is due as soon as we confirm your application.
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 22 August 2018 and **NOT BEFORE.**
- Set up must be complete by 12noon on Thursday 23 August 2018.
- 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 address above.
- Vehicle access is available for deliveries to stalls from 8am-10am on Friday, Saturday, Sunday and Monday. Parking for vehicles to deliver will be available subject to space and the Trade Manager's discretion. At all other times, vehicles must be removed from the site. The Rugby Club area is **NOT** for parking of Trade, Music Café or Craft vehicles. We restrict movement because the site is open to the public, who we have a duty to safeguard.
- **NO VEHICLE MOVEMENT** is permitted until **AFTER** 12midnight on Monday 27 August 2018.
- The site must be cleared by 12noon on Tuesday 28 August 2018.

Stall Space

- The site offered is "pitch and 16amp power 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 **£61** per 0.5m frontage. Minimum frontage of 2.5 metres (2.5m converts to approx. 8.2 feet)
- All stalls have a depth of 2 metres.
- Metal frame structures with overhanging top poles and goods are not permitted.
- Final layout of the stalls will be at the Organisers' discretion, and your stall position will be given on arrival. **Please do not telephone us in advance.**

Tickets

- 2 free Adult Weekend tickets per stall. These cover all events & 6 nights camping within booked stall space.
- Additional reduced price Adult and full price Youth/Child Weekend tickets are available to buy. Please contact us via email for further information.

Vehicles

- We request that you bring one vehicle only to the Festival site but if an additional one is needed please let us know on your application form.
- Each vehicle must display a detailed parking permit at all times (given to you on arrival).
- This pass **MUST** contain the information requested and be fixed to the vehicle windscreen at all times for the duration of the Festival.
- The Organisers reserve the right to restrict vehicle movement and parking subject to weather and ground conditions.