



EVENT COMMERCIAL SPACE - TERMS & CONDITIONS

Please note, no refunds will be permitted if the booking is cancelled within 7 days of the market day.

1. Booking Stalls

- i. Applications for stalls must be received within 7 days of the market date.
- ii. Approval of stall applications is at the discretion of the epm Creative Events.
- iii. Insurance documents and hygiene rating documents must be provided.
- iv. Food operators with 3 star hygiene rating or less will not be allowed to take part in the market.
- v. All traders must be present during the times of the event and are not permitted to leave before the closing time.

2. Vehicle Use

- i. No vehicle movement is permitted within the event area without prior arrangement.
- ii. Vehicle movement before event start and finish must be taken with proper provision for public safety. Vehicles must travel under 5mph at all times.
- iii. Vehicle access to the site is only available via the access point advised by epm Creative Events. Access by any other means is prohibited.

3. General Health & Safety

- i. All on-site cables or other potential trip hazards must not be present in an area to which the public have access.
- ii. Where appropriate, fire extinguishers must be available.
- iii. Generators are prohibited, only battery power electrical supplies are permitted.
- iv. All displays must be safe, tidy, attractive and appropriate, to the satisfaction of epm Creative Events.
- v. Litter generated e.g. use of samples, must be removed from the site on a regular basis.

4. Code of Conduct

- i. The applicant will be responsible for the satisfactory behavior of any employees or other people involved directly with the booking.
- ii. The distribution of printed matter is prohibited.

- iii. Smoking by staff is prohibited in and around the site/sites approved
- iv. The user will abide by all other reasonable rules and regulations made for the orderly management of the event area.

5. Liability

- i. No liability whatsoever shall be attached to epm Creative Events as event managers. The applicant will be fully liable for any insurance claims, damage or loss caused arising from the use of the market stall. Applicants must provide evidence of valid public liability.

6. Permission/Relocation rights

- i. epm Creative Events reserves the right to refuse applications from any organisation/company or individual and to terminate consent at any time, where it is felt that their presence at the event would not be in the interest of users of the event.
- ii. Consent will be terminated immediately on the occurrence of any breach in the terms and conditions of use, or where the activity or event differs from that stated in the application submitted. epm Creative events will have sole discretion in determining what amounts to a breach in the terms and conditions.

7. Payment

- i. Payment must be received before the market date or if cash payment before 10am on market day.
- ii. The charging structure may be reviewed annually by epm Creative Events and charges may be automatically increased in line with inflation.
- iii. epm Creative Events reserves the right to exercise discretion over the charging regime, to take account of additional requirements being placed upon the costs of running the markets and events.
- iv. Cancellation is payable at 50% up to 7 days before and in full thereafter.
- v. Due to the costs of administration, **no deposits will be refunded once an application has been accepted.**