

# Bleadon Village Market: TERMS AND CONDITIONS

Bleadon Village Market is run by Bleadon Coronation Hall Management Committee (Hall Committee) and is staffed by volunteers. All proceeds from table hire, refreshments and the Christmas raffle go towards the upkeep of the Bleadon Coronation Halls, a Registered Charity No: 1042602

1. **A Stallholder Registration Form** must be completed, disclosing the products to be sold. Traders will only be permitted to sell the products listed. Any changes should be made on a new Form at least three weeks before the market.

Images of your products and/or display at a similar event will be required and forms part of your application (this can include your website address or facebook page)

2. Local growers' organisations, co-operatives or umbrella organisations e.g. WI Country Markets, may appoint a representative to sell pooled produce. This is acceptable provided those selling are directly involved in the growing/producing of some of the produce on the stall, the organisation has a constitution and where appropriate, all produce is labelled with the producer's name, address, ingredients and allergens.
3. Shared, or split stalls are permitted but all traders involved must complete separate Stallholder Registration Forms and agree these Conditions.
4. **All stallholders must have £5 Million Public and Products Liability insurance** to cover their business description. Employers' Liability cover must be in place where relevant. Copies must be submitted to the Market Organiser **with the Stallholder Registration Form**, and upon renewal of the policy.
5. All **electrical equipment** must be electrically (P.A.T) tested and labelled to current standards. All cabling runs are the responsibility of the stallholder. No naked flames are permitted.
6. The hall carpark should be used for unloading/loading only. **There will be no on-site parking for traders during the morning.**
7. **One 6' table** (or equivalent) **and chairs** are provided. There is limited space around your table so please check with the Market Organiser before bringing any stands/rails.
8. Stall areas should be kept clean and tidy, and swept if necessary when you clear away. All traders are responsible for collecting and taking away their own rubbish. You are expected to dismantle your table, to help the market volunteers.
9. **Market hours** are advertised as 9.30 am – 12 noon. All stalls should be ready for trading by 9.20 am. There should be no packing up before 12 noon. Unloading and setting up can start from 8.30 am onwards.
10. The Market Organiser is responsible for the collecting of **stall fees** which must be paid in advance. £7 per table/equivalent space, £10 at the Christmas Market.
11. There is an additional 50p for one month (£6 p.a.) fee if you wish an **internet link** from the Market webpage to your contact details/website/facebook page. This is payable separately from the table hire. The internet link will continue to be available even if you are not a regular stallholder. Please let the Market Organiser know when you book your table, if this will be

required. It is also possible for you to advertise your business on our Market Webpage. Enquiries to the Market Organiser or [www.bleadon.org.uk](http://www.bleadon.org.uk).

12. All stalls, produce, packaging, transport and displays must comply with the **Food Safety (General Food Hygiene)** regulations 1995 and the provisions of the Food Safety Act 1990.
13. Produce weighing, labelling and signage must comply with **Trading Standards** legislation.
14. All stalls must **display business/group name and address/contact details**. Prices should be displayed clearly. Food produce should be labelled with ingredients where appropriate and possible allergens.
15. **Position of stall** - The market organiser reserves the right to position the stalls. Preferences for positions will be considered and allocated to traders wherever possible.
16. **Should an event be cancelled** by the Organiser, for whatever reason, the trader will be given a full refund for any payments made. The Hall Committee will not be liable for any additional costs that the trader may have incurred, eg promotional material.
17. The Hall Committee will not be held responsible or liable for the following circumstances that may affect trading:
  - Acts of God including all adverse weather conditions
  - Public demonstrations
  - Acts of terrorism
  - Mechanical failure of any power supplies
  - Failure of a trader to arrive at the event for whatever reason on the day of the event
  - Accidental damage to goods
  - Personal injury to a trader or member of the public in the vicinity of any trading area within the event.
18. Non-compliance with any of these Conditions may result in the trader being refused at future markets.

**Please read these conditions carefully and sign and date the Stallholder Registration Form, to which you should attach copies of your Public and Products Liability Insurance, Employers' Liability certificate and up to date Level 2 Food Hygiene Certificate where relevant.** Without these documents your application may not be processed further.

**To book a stall**, first confirm availability with the Market Organiser, complete a Stallholder Registration Form (separate document) and send with payment £7 (£10 Christmas) (Cheques should be made payable to: Bleadon Coronation Halls) to the Market Organiser:

Mrs J Jones, Greenwood Cottage, Bridge Road, Bleadon, Weston-super-Mare, BS24 0AU

Tel: 01934 812370

e-mail: [jojonesbleadon@tiscali.co.uk](mailto:jojonesbleadon@tiscali.co.uk)

webpage: [www.bleadon.org.uk/market](http://www.bleadon.org.uk/market)

Facebook: [www.facebook.com/bleadonvillagemarket](http://www.facebook.com/bleadonvillagemarket)