

General Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Post code: \_\_\_\_\_

Email: \_\_\_\_\_ Tel: \_\_\_\_\_

Business Name: \_\_\_\_\_

What do you do/sell? \_\_\_\_\_

It is requirement that traders must hold valid public liability insurance.

Public Liability Insurance Held? \_\_\_\_\_ Public Liability amount of cover £ \_\_\_\_\_

Pitch Information

Pitch Type:		Standard	/	Large	
Business/Trade/Retail (non-food)	<input type="checkbox"/>	£35.00		£45.00	<input type="checkbox"/>
Business/Trade/Retailing (including food items)	<input type="checkbox"/>	£45.00		£55.00	<input type="checkbox"/>
Commercial primarily food/catering	<input type="checkbox"/>	£75.00		fr£85.00	<input type="checkbox"/>
Charity	<input type="checkbox"/>	£10.00		£20.00	<input type="checkbox"/>

*\*Standard pitch is up to 3x3 metre. Large pitch is up to 4m x 4.5m. Larger pitch sizes may be possible on application.*

or

Pitch Size Required: \_\_\_\_\_x\_\_\_\_\_ (Metres)

On your pitch: Gazebo Size: \_\_\_\_\_x\_\_\_\_\_ (Metres)

Trailer Size: \_\_\_\_\_x\_\_\_\_\_ (Metres)

Generator  Y/N

Vehicle (i.e food van) Make & Model: \_\_\_\_\_

Signature -

Print Name - \_\_\_\_\_

# St John Seafront Sunday

## Terms & conditions

1. The organiser of the event is St John Guernsey LBG.
2. Stallholders are responsible for providing all their own equipment, gazebos, weights, tables, etc. Electrical supplies for pitches are not provided and stallholders requiring power will need to make their own arrangements for this to be provided. The use of a generator on a stall must be notified in advance to the event organiser and indicated on the booking form.
3. Please ensure that you book the correct size pitch for your setup, being sure to include your gazebo and any extra storage areas that may be required. Please also be aware that clearways must be maintained behind and in front of the pitches and equipment, stock and cases etc should not be left where they could create a trip hazard to members of the public.
4. Payment for pitches must be received by the date on the invoice or the booking will not be confirmed. Cancellations of booking made by a stallholder before 1<sup>st</sup> September, will be entitled to receive a refund (less a £10 administration fee). Cancellations after 1<sup>st</sup> September 2023 or no-shows on the day, will not be refunded. In the event that the event has to be cancelled or rescheduled to an alternate date, stallholders will be given the option to transfer to the alternate event at no cost or a full refund will be given.
5. It is a condition of booking that stallholders must hold their own public liability insurance. It is a requirement of attendance at the St John Seafront Sunday that you provide us with a copy of your certificate at least one week prior to the event and a copy is with you on the day of the event and available for inspection if requested.
6. If you sell food products on your stall, you must be registered with the Office of Environmental Health and Pollution Regulations and comply with their guidelines. This includes the provision of adequate hand washing facilities. Please be advised that Environmental Health Officers may carry out food hygiene inspections at the event.
7. We ask that you consider the environment and where possible, use only recyclable/compostable products and avoid the use polystyrene products for serving.
8. Exact location of pitches cannot be guaranteed. An event plan will be produced and circulated in the week prior to the event.
9. Stallholders need to be in position by 9am on Sunday 30<sup>th</sup> June. The seafront will close to vehicular traffic at this time and any items will need to be carried from/to the road blocks. The event runs until 4pm and the road will not re-open until 5pm at the earliest. The decision to open and close the road is outside of the control of St John as the event organisers. Any abusive behaviour towards the organisers or event security staff will not be tolerated.
10. All stallholders must comply with any health & safety instructions of the event organiser. Please ensure that your stall is safely set up and that periodic checks are made throughout the event to ensure that structures, tie downs, weights etc are in place and effective.