

Linslade Canal Festival 2023

Food & Drink Vendors Terms and Conditions

Health & Safety

- All persons attending the Linslade Canal Festival **MUST** provide proof that they have public liability insurance in place – a minimum of £5,000,000 indemnity cover is required. Proof of current cover must be provided prior to the event taking place.
- A risk assessment form **MUST** be completed and returned prior to the event in order to be eligible to trade.
- Food traders - we will also require details of your last food hygiene inspection and hygiene rating. A list of the food handlers (working on the day) and relating food hygiene certificates (with dates), also a copy of the Gas Safety record sheet.
- Stallholders have a responsibility to be aware of their own and other peoples' health & safety while attending the event. Stall structures, gazebo or awnings must be set up and secured safely. The organisers cannot be held responsible for damage to persons or property, however caused.
- Silent / quiet diesel generators may only be used on site with the prior permission of Leighton-Linslade Town Council when identified on a risk assessment and a certificate of maintenance provided. **The use of petrol, or non-silent generators is forbidden.**

Stalls & Pitches

- **Traders must provide their own stall and be self-contained including tables and chairs. Power and water will not be supplied.**
- Organisers have the right to refuse permission of the sale of goods if deemed to be unsuitable and/or were not declared on the initial registration form. Organisers will only accept traders who are selling/promoting goods that are relevant to the criteria as outlined under **Stall Criteria**.
- Standard pitch size is 3m x 3m. Please state clearly on the booking form the total space required for your stall. Organisers will endeavour to provide as requested but reserve the right to make alterations to the allocated space at any time, prior to or during the event, although we would welcome notification of any special requirements you may have i.e. mobility issues.
- Trading times will be from 11am – 5pm across all areas, Paddocks, Lakeside and Poplars.
- The site will be accessible from 0800hrs on Saturday 29 July 2023. The site can also be accessed by prior arrangement with the organisers, from 2pm until 5pm on **Friday 28 July** for the erection of marquees/gazebos only. Overnight security is provided however, all equipment is left at the owner's risk.

Vehicles

- **A speed limit of 5mph must be observed at all times and indicators used when turning left or right.** Please follow the stewards' directions to your stall location and the designated car park.
- Vehicles will **not** be allowed on site after 10.00am. It is at the discretion of the event organisers whether stallholders will be allowed access to set up after this time.

- All vehicles must be moved to the designated parking areas before 10.30am unless previously agreed with the organisers.
- Vehicles **MUST** remain on site until the end of the event at 5.00pm. If a vehicle is required during the day, owners are advised to park in the visitor car park as indicated by stewards on the day.

Weather

- In the case of an official Met Office weather warning and organisers take the decision to cancel the event, a 50% refund will be offered if the event is cancelled within 24 hours of the start time.
- Adverse weather conditions on the day will be monitored, in particular high winds and ground conditions. Organisers may take the decision to cancel the event if everyone's Health & Safety is at risk, no refund will be offered.

Payment

- Full payment will be requested shortly after your Registration has been completed with payment due within 14 days.
- Vendors are able to pay through Worldpay, a link will be sent to you. There is also the opportunity to pay by BACS transfer, please contact the Event Organisers if you require these details and please confirm date of payment when bank transfer is used.
- Payment is non-refundable.

General

- Tiddenfoot is a public park, please make sure **ALL** rubbish is cleared away before you leave. A skip will be located by the entrance on Paddocks, and at the vehicle entrance to Poplars.
- There are a number of portable toilets located around the site including some with disabled access. **There is no running water or electricity.**
- Please do not staple signage to trees.
- Dogs must be kept on leads at all times and not allowed to foul the event site and towpath.
- Final details about the event will be sent to you 1 - 2 weeks prior to the event day.

The Council's environmental policy is now implemented at our events. All traders will be required to demonstrate no use of single use plastics, polystyrene and non-recyclable items, but the use of biodegradable/ compostable serving trays including cutlery.

As a food trader, please be reminded of The UK Food Information Amendment, also known as Natasha's Law, which requires food and food related businesses to provide full ingredient lists and allergen labelling on foods pre-packaged for direct sale at the event. Those not complying to the law will be asked to cease trading without refund.

Tiddenfoot Waterside Park is a conservation area managed by the Greensand Trust. The event organisers cannot use any areas that have not been managed and prepared for the event. This may have implications on stall locations and vehicle parking. Where possible, organisers will ensure all stallholders are allocated a space of adequate size and with reasonable ground conditions as can be expected to find in a Country Park.

Any trader choosing not to comply with these terms and conditions may be excluded from attending the event. Leighton-Linslade Town Council reserve the right to amend the Terms and Conditions at any time as necessary.

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If you have any questions or queries regarding the Linslade Canal Festival, please email eventsteam@leightonlinslade-tc.gov.uk