

BROADSTAIRS EASTER FOOD FESTIVAL - 18th – 20th April 2025

Victoria Gardens, Victoria Parade, Broadstairs. CT10 1QL

BOOKING CONDITIONS 2025

In submitting your application form, you are agreeing to adhere to the Festival's Terms and Conditions, as below, and Plastics Policy (published on www.broadstairsfoodfestival.org.uk)

The completed application form, with supporting documentation, should be returned to Info@broadstairsfoodfestival.org.uk

Postal address: 4 Dalmaney Close, Broadstairs. CT10 1HS

Booking:

- To ensure fair trade for all, there will be limited number of pitches by product type. Previous attendance does not guarantee future acceptance.
- We are unable to offer exclusivity of product
- New traders are sought each year to encourage diversity and support traders local to the event.
- Notification of successful application will be followed by a request of £100 deposit to be paid within 14 days
- Pitches are deemed confirmed only AFTER the deposit is received.

Payment in full, for the stand, electricity points and tables, will be required no later than 14th February 2025 unless alternative terms have been agreed. Instalment payments are acceptable.

Pitches unpaid 28th February 2025 will be allocated to another exhibitor.

Refunds in the event of an Exhibitor cancellation, the following will apply:

Bookings cancelled more than 8 weeks prior to the event will receive refund, minus non-refundable deposit.

Cancellations between 6 to 8 weeks prior to the event: 50% refund of fees will be given, minus non-refundable deposit. Cancellation within four weeks of the event will receive no refund.

Victoria Gardens, fenced site, with access to power

Victoria Promenade, pedestrian approach to the gardens; unfenced, no access to power.

Broadstairs. CT10 1QL ([///alert.couple.rang](http://alert.couple.rang))

Selling Alcohol – there is NO site licence

The local authority, Thanet District Council, will be notified of all sellers of alcohol. It is the responsibility of such sellers to apply for, obtain, and provide proof of TENS licence prior to attendance. Do allow 4-6 weeks for processing.

Notification

The Board will carefully consider each application. Successful applicants will be invoiced with a non-refundable deposit payment of £100 due no later 14 days after acceptance. Unsuccessful applications may be held on a reserve list pending cancellation of traders of same type.

Timing

Setting up day prior to trading: 16.00 to 20.00

Setting up stalls on trading days: 07.30 to 9.30

No vehicles will be allowed to enter the site after 09.00.

All vehicles to be off-site by 09:30.

Taking down of stalls:

Final day: 18.00 – site to be vacated by 20.00

Position of stalls

BFF will allocate the stalls and supply a plan to all stall holders in advance. Stalls on the promenade MUST remain within their allotted space to ensure adequate walkways and emergency vehicle access.

Site security

Victoria Gardens will have a locked, perimeter security fence with a security firm in attendance overnight. so, stallholders will not need to clear their produce at the end of the trading day. Stallholders are responsible for the security of their stalls, goods, and equipment during the opening times of the event as defined in the Schedule. **The Promenade is outside of the secured area**

Trade waste

Recyclable waste must be separated out, (that is, glass, cans, paper, cardboard and plastics), and taken to the designated area for disposal. Stallholders should provide own waste sacks/bins. **Waste food and waste oil may not be let on site.**

Produce provenance

Products offered for sale to the public should clearly indicate the provenance or origin of the product for the benefit of the consumer, so that they are able to easily identify local produce. Stallholders whose business is beyond the county boundary may be considered though priority will be given to Kent traders/producers

We cannot offer exclusivity of product though will minimize duplication .Any change to stated product must be advised and permission sought.

Broadstairs Food Festival CIC- a company limited by guarantee, registered in England and Wales No: 06931450

Registered Address – Broadstairs Food Festival, C/o Cleverdons, The Broadway, Broadstairs, Kent,

Email: info@broadstairsfoodfestival.org.uk **Web:** www.broadstairsfoodfestival.org.uk

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Power

Electricity will be supplied to stallholders, where requested, at an additional charge.

Use of personal generators will not be permitted on the green; but are permitted on the promenade. Electrical equipment must have current PAT certification in accordance with British Standards requirements.

Power is NOT maintained overnight.

Fire and Safety Regulations

Stallholders must comply with the following regulations:

Fire-extinguishers to be visible and accessible.

1. All cooking and heating appliances must be positioned as to guarantee complete safety.

2. It is forbidden for any appliances to be operated on alcohol, petrol or oil.

3. Only purpose designed appliances for cooking and frying may be used, (frying appliances must be fitted with a thermostat)

4. A fire extinguisher appropriate for the fuel used must be placed near such appliances.

5. All flammable paper, packaging waste must be removed from the area around any cooking appliance immediately.

Flammable or toxic gas inflated balloons are forbidden.

Use of Electric & Gas Cooking equipment

No traders will be allowed to use any cooking equipment unless they have a suitable fire extinguishing equipment visible and near to the cooking equipment, cooking equipment has passed a current official inspection and gas bottles supplied through a GAS-SAFE supplier and equipment has current certification

Insurance

Theft, breakages, flooding, water, storm, and any other form of damage to the stallholders' produce, equipment, stalls and machinery are the sole responsibility of the stall holders. Stallholders will also be held responsible for any accidents or damage caused by their equipment, stalls, machinery or produce. Public Liability Insurance must be held by each stallholder in the sum of £5 million. Copies of the current Public Liability insurance cover to be supplied to BFF.

The stallholders agree with the BFF to indemnify BFF from, and against, all loss, damage, or liability whether criminal or civil suffered and legal costs and fees incurred by BFF resulting from a breach of these conditions by the stallholder including any act of default or neglect of the stallholder employees or agents.

Stall Management

All stalls should be constructed and decorated to a high standard in keeping with the principles of the Festival

All stalls must display the stallholder's name clearly.

Any damage to the marquees, matting, installations, pipes, cables, or light fittings provided by BFF must be paid for by the responsible stallholder.

Care of the environment

Stallholders should use environmentally friendly packaging and other materials where possible. Promotional material should bear in mind our Environmental Policy e.g., not include throwaway plastic gifts nor balloons.

Commercial health

Environmental Health Officers Stallholders will visit the site to check compliance with UK Food Safety Legislation.

Traders who are deemed to be substandard will be requested to address the matter or cease trading

Subletting or transfer

The subletting or transfer of the area allocated to Stallholders is forbidden.

Signage

Stallholders may not display banners or branded material anywhere on the show site other than within their allocated stall area. Signage on fencing is restricted to Festival sponsors

Water

Taps are available on site. You will be expected to bring your own hot water hand wash unit facilities to comply with MCC EHO regulations.

PA and music

A PA system is provided by BFF for public announcements. Stallholder may not address visitors through microphones or loudspeakers.

Force Majeure

Stallholders cannot claim for compensation of reimbursement in the case of postponement or cancellation of the Festival due to matters beyond the control of BFF such as flood, tempest, acts of terrorism and so on.

Changes to these conditions

All rules, regulations and conditions may be changed by notice in writing from BFF to the Stallholder at the address given on the application form attached to these conditions.

Stallholder information

Your trading information will be held and used in accordance with the Data Protection Act 1998. Broadstairs Food Festival will not disclose such information to any unauthorized person or body, but where appropriate will use such information in keeping you informed of the Festival and related news, activities and events unless you have indicated otherwise.

T & Cs as set by the Broadstairs Food Festival board.

All queries should be addressed to:
Info@broadstairsfoodfestival.org.uk .

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