



rnli.org.uk



Lifeboats

## **Porthleven & District Branch Lifeboat Day Stall holder & Exhibitor Terms & Conditions**

### **1. EVENT TIME**

Porthleven Lifeboat Day will start at 10 am and finish at 5 pm.

### **2. BOOKINGS AND FEES**

Booking forms must be completed and returned to Porthleven & District Branch, (hereafter called the organizers), by the end of May. Cheques should not be sent with the booking form. Confirmation of the booking will be provided by the organizers to the applicant within 7 days of receipt of the booking form when payment will then be requested.

### **3. STALLS AND PITCHES**

All stall spaces are measured 'end to end' and stall holders will be allocated a specific space. Stall holders must ensure that their stalls do not extend beyond the boundaries of their allocated space. If additional space is required, or if side access is required, the stall holder must advise the organizers in plenty of time. Neither shouted nor amplified advertising nor mobile agents are permitted. Sub-letting or resale of space is not permitted. Chairs are not provided.

### **4. SETTING UP AND DISMANTLING OF STALLS**

Vehicle access for setting up will be from 6 am. All stalls must be set up and vehicles removed by 9.30 am. Stalls may not be dismantled before 5 pm. Stall holders may not leave their stalls and or equipment in place overnight. The organizers cannot accept liability for loss or damage to stall holders' stock or belongings or equipment and will not be responsible for monitoring the security of stall holders' equipment.

### **5. GOODS SOLD**

No knives, vintage firearms, replica firearms, other offensive weapons or illegal substances may be sold or displayed. Goods sold must be those described on the booking forms. The organizers reserve the right to deny access to any stall holder whose goods are not as described on their booking form. Changes to goods to be sold must be notified to the organizers at least 30 days before the event in which case the organizers will endeavour to accommodate the change, but reserve the right to cancel the booking in light of the change of goods being sold.

### **6. TRADING STANDARDS AND HEALTH AND SAFETY**

Stall holders must be aware of and comply with any relevant trading standards, licensing and other requirements and legislation. Stall holders must submit hygiene, safety and all other relevant mandatory certificates to the organizers in advance. All certificates submitted must be in date on lifeboat day. Applicants who submit mandatory certificates which expire before lifeboat day will be required to re-submit the in-date certificates before lifeboat day or produce in-date certificates on lifeboat day. Failure to possess an in-date mandatory certificate on lifeboat day will result in the applicant being refused permission to trade on lifeboat day. All stalls and catering units must be maintained in a clean, tidy and hygienic condition throughout the event. Regular monitoring must be carried out by the stall holder to ensure no hazards arise within their space.

### **7. VEHICLES**

With the exception of mobile catering units no vehicles or trailers are permitted on the grassed harbour head at any time during the event.

## **8. FIRE PREVENTION**

Electricity generators are not permitted. No petrol or other flammable liquids are to be stored in the Stall holders' spaces. Gas cylinders must be properly located away from heat sources and out of direct sunlight. Stall holders using gas to produce a naked flame must have an approved fire extinguisher.

## **9. ELECTRICITY**

All electrical equipment must have a current Portable Appliance Test (PAT) certificate. All trailing leads must be covered to prevent a trip hazard.

## **10. ANIMALS**

Stall holders are discouraged from bringing pets to the event. However, if there are special circumstances stall holders must contact the organizers in advance if they wish to have pets with them at their stalls. The organizers will check to ensure that pets at the stalls are being properly cared for.

## **11. WASTE**

All stall holders must minimise waste produced in association with their stall. Refuse bins are provided around the site. Stall holders must remove all their own waste and not leave it at their spaces.

## **12. CLAIMS, INDEMNITY AND INSURANCE**

Each stall holder shall indemnify the organisers against all liabilities, actions, costs, claims and compensations for injury or loss to any persons, or damages as a result of his or her involvement in the event. Each stall holder must adequately insure to cover all his or her liabilities. The organizers are not liable for any theft, loss or damage to persons or property which the stall holder, their agent or staff may cause or sustain from any cause whatsoever.

## **13. EVENT LIMITATION**

The organizers cannot be held responsible for any loss of earnings or expenses incurred by the stall holder as the result of cancellation, abandonment, postponement or limitation of the event because of inclement weather, the failure of electricity supply, incorrect or non-appearance of advertisements, removal of directional signs or any other factor. The organizers reserve the right to postpone the event to another date and or time.

## **14. NON-COMPLIANCE**

The organizers reserve the right to reject or cancel bookings for this event from any stall holder failing to comply with any of the aforementioned conditions or with any reasonable request made by the organizers or their staff, either verbally or in writing. If, in the event of non-compliance, the stall holder is asked to close their stall and leave the event, there shall be no claim against the organizers.