



Berwick Food & Beer Festival 2020

Terms and conditions for stallholders in Beer Marquee

- The Beer Marquee will be open:
Friday 4th September: 6pm to 11pm. Last orders 10:30pm
Saturday 5th September: 12 noon to 11pm. Last orders 10:30pm
Sunday 6th September: 12 noon to 6pm. Last orders 5pm
- The charge for a stall in the Beer Marquee is £290 (including electric) for the weekend. Full payment must accompany the booking form. A £10 discount is available to Slow Food members. Site pitches will only be allocated once payment has been received ... so if you have a preferred site, book early!
- Brewers may only sell the items listed on their application forms and the festival committee reserve the right to ask the stallholder to remove any other items. Stall holders breaking this rule will be asked to leave the festival.
- An adequate space will be provided by the Festival organisers inside the marquee. Site pitches will be allocated in advance of the event.
- Each Brewer is responsible for providing their own display material / bar service area / sufficient glassware * / fire extinguisher / rubbish bags.
- Each Brewer must supply tasting notes to the Festival Directors at least 3 weeks prior to the Festival.
- All stalls should be ready, looking good and staffed prior to opening time until closing time each day. **All vehicles must be removed from the site by 5.00pm on Friday and 9.30am on Saturday & Sunday mornings and will not be allowed to return until the last member of the public has left the area each day.**
- Stall holders must keep their immediate area tidy and free from rubbish. **All** rubbish must be removed from the site at the end of each day.
- Stall holders and their staff are prohibited from smoking around the food/beer stalls. Smoking is prohibited inside the marquee.
- Stallholders are responsible for any accidents or injuries to the members of the public caused by their stalls, staff or products.
- Stall holders must have their own public liability insurance with a minimum cover of £2m + Trader's licence to produce alcohol. A copy of the certificates must be enclosed with the booking form and fee. Failure to provide an adequate up to date insurance certificate will prevent you from trading on the day.

- Stall holders must carry out a suitable risk assessment of their stall and this should be available to Berwick Slow Food.
- Any Stall holder requiring electricity must provide full details on their application form. A PAT certificate for each electrical appliance is required. These certificates must be provided to the festival organiser a minimum of 1 week before the festival, otherwise the electrical items will not be allowed to connect to the supply. The electric supply will be from a generator. All stall holders must take care when connecting leads to supply and will be held responsible for any damage to our electric supply.
- **The Licensing hours for this event are as stated in these Terms & Conditions. No traders may serve alcohol outside these hours. Please observe and assist the organisers in the implementation of this. The continuation of the Beer Festival depends on your co-operation.**
- We ask all stallholders to help in publicising the Festival as widely as possible through their own newsletters or websites, and by distributing leaflets, which will be supplied by us, at farmers' markets and the like. Also, please "like" us on Facebook and "follow" us on twitter.
- Cancellations must be in writing. If received before 30th July 2020 a full refund (less £20 administration cost) will be returned to the stall holder. After that date fees will only be returned at the discretion of Berwick Slow Food.
- Every stall holder will be guaranteed **ONE** car/van parking space.
- Berwick Slow Food will provide tables & seating throughout the marquee
- The Organisers reserve the right to refuse any booking application which it considers may be of detriment to the Festival or if there are too many stands selling similar produce. In such cases the views of all parties will be given full consideration, however the Festival Directors' decision is final.

Berwick Slow Food

February 2020

*Festival Glasses will be on sale at £2 each (however not everyone buys one of these, so you need to provide your own plastic ones!!) We would encourage the use of recyclable glasses.