



CF31 STREET MARKET - APPLICATION FORM

Bridgend Town Centre will be hosting the successful monthly street market for its 3rd year from March 2019 to October 2019 every third Saturday.

10 - 20 canvas stalls will be available on Caroline Street for traders that sell unique, home-made and quality crafts, jewellery and produce.

Dates of Market:

March 16th, April 20th, May 18th, June 15th, July 20th, Aug 17th, Sept 21st, Oct 19th
 (please indicate what dates you require to attend)

APPLICATION FORM
Company Name:
Product (please describe):
Website:
Social Media:
Contact Name:
Address:
Email:
Telephone no:

Please attach photos of your product.

PRICES

Canvas stall including one chair and one table

£30 per month Craft/ produce

£40 Food and drink

Electricity will be charged at £10 extra.

Do you have Third Party Insurance? (Copies will be required on confirmation of stalls)	Yes / No
Which local authority are you registered with? (Food traders only)	
Have you read the Terms & Conditions attached	Yes /No

Please do not send payment at this stage.

Please send completed application form to:

Paul Whittaker
markets@epmcreative.com

CF31 MARKET BOOKINGS - TERMS & CONDITIONS

Please note, no refunds will be permitted if the booking is cancelled within 7 days of the market day.

1. Booking Stalls

- i. Applications for stalls must be received within 7 days of the market date.
- ii. Approval of stall applications is at the discretion of the town centre manager.
- iii. Insurance documents and hygiene rating documents must be provided.
- iv. Food operators with 3 star hygiene rating or less will not be allowed to take part in the market.
- v. All traders must be present during the times of the market and are not permitted to leave before the closing time.

2. Vehicle Use

- i. No vehicle movement is permitted within the pedestrianised area of the town centre between **10.00am and 6.00pm** without prior arrangement.
- ii. Vehicle movement before 10.00am and after 6.00pm must be taken with proper provision for public safety. Vehicles must travel under 5mph at all times.
- iii. Vehicle access to the site is only available via the access point advised by epm Creative Events. Access by any other means is prohibited.

3. General Health & Safety

- i. All on-site cables or other potential trip hazards must not be present in an area to which the public have access.
- ii. Where appropriate, fire extinguishers must be available.
- iii. Generators are prohibited, only battery power electrical supplies are permitted.
- iv. All displays must be safe, tidy, attractive and appropriate, to the satisfaction of epm Creative Events.
- v. Litter generated e.g. use of samples, must be removed from the site on a regular basis.

4. Code of Conduct

- i. The applicant will be responsible for the satisfactory behavior of any employees or other people involved directly with the booking.
- ii. The distribution of printed matter is prohibited.
- iii. Smoking by staff is prohibited in and around the site/sites approved
- iv. The user will abide by all other reasonable rules and regulations made for the orderly management of the County Borough of Bridgend and for the maintenance of its town centers.

5. Liability

- i. No liability whatsoever shall attach to BCBC as town Centre managers or epm Creative Events. The applicant will be fully liable for any insurance claims, damage or loss caused arising from the use of the market stall. Applicants must provide evidence of valid public liability.

6. Permission/Relocation rights

- i. epm Creative Events reserves the right to refuse applications from any organisation/company or individual and to terminate consent at any time, where it is felt that their presence in the Town Centre would not be in the interest of users of the Town Centre.
- ii. Consent will be terminated immediately on the occurrence of any breach in the terms and conditions of use, or where the activity or event differs from that stated in the application submitted. epm Creative events will have sole discretion in determining what amounts to a breach in the terms and conditions.

7. Payment

- i. Payment must be received before the market date or if cash payment before 10am on market day.
- ii. The charging structure may be reviewed annually by epm Creative Events and charges may be automatically increased in line with inflation.
- iii. epm Creative Events reserves the right to exercise discretion over the charging regime, to take account of additional requirements being placed upon the costs of running the markets and events.
- iv. Due to the costs of administration, no refunds will be given once an application has been accepted.