

Cambridge Rock Festival 2020 - Vendors and Stalls



Company legal information

Office: RBF Festivals Ltd, 23 Hop Row, Haddenham, Ely, Cambridgeshire, CB6 3SR
Company registered in England & Wales. Registration number 501251.

Director: David Roberts

Tel: 01353-749749

Our pitches and prices

<u>Stall type/size</u>	<u>exc VAT</u>	<u>inc Vat</u>
Large stall	£500	£600
Small stall	£300	£360
Indoor stall	£300	£360

Power supply

16A socket	£150	£180
32A socket	£200	£240
32A (3 phase)	£250	£300

Notes

Pitches are 6m deep (front to back) and either 6m wide (large) or 3m wide (small).
Indoor stalls are either trestle table with two chairs or a 3m by 3m area.

Terms and conditions

Payment

We will consider your application as soon as possible and give you a provisional decision typically within 7 days.

At this time you will be required to send full payment and all requisite documentation.

We will then validate your details and if successful we will inform you by 1st May 2020. If you are unsuccessful your payment will be returned.

Access and duration

Pitches and stalls are for the full duration of the festival. We do not offer pitches for specific days. Access is available from Wednesday evening, or you should be on site by 10am Thursday. You must have left the site by Monday afternoon. You may not bring vehicles into or out of the site whilst the public have been admitted.

Power supply

It is up to you to tell us the electrical supply you require and book it in advance. We do not allow the addition of extra unplanned cables or supplies as they can loading problems, and may result in fines OR EVEN EXCLUSION FROM THE SITE.

Power will be available from Thursday 1pm (start day of the festival) to Monday 1am (following the festival).

A 32A three phase supply MAY be available but must be ordered in advance. It cannot be arranged at the event!

You are responsible for bringing your own cables, all of which must have current PAT tests.

Vehicles

A van or caravan for storage or sleeping may go behind the stall and must have a pass displayed at all times.

Vehicles may not move in and out until after the public has vacated the performance area, so your staff vehicles must be left in the public car park.

Indoor sales stalls

Trestle table size stalls will only be permitted inside the Pavillion, along one side opposite the bar, but only if there is sufficient space. The spaces are intended for table top sales such as Record/CD sales, Arts and Crafts etc. We will supply a table and 2 chairs only.

Waste disposal

You must dispose of any waste connected with your business.

Insurance

We require Public Liability certificate with minimum cover £5,000,000 and Employers Liability insurance certificates with minimum cover £10,000,000. Please call us if either is an issue.

Exclusions

Stalls may not have any amplified music, and none at all inside the Pavillion.

Stalls must not sell any foodstuffs, drinks, alcohol, cigarettes or tobacco (this includes tombolas).

No mobile sales 'off stall' are permitted.

No permanent tattooing or skin piercing is allowed.

Please do not bring animals on to the site other than guide dogs or dogs on a lead. However all dogs must be kept away from the food stalls that are operated by the Showground.

Safety

All outdoor stalls must have a fire extinguisher (min. 2kg CO2) and a light duty fire blanket. Our fire marshal can test and supply these at a reasonable cost.

Fires, disposable barbecues and the sale or use of wax torches is completely prohibited.

All traders must comply with local regulations including safety, environmental health, fire and trading standards.

Security

Overnight guards are employed by us, but you are responsible for your stall / vehicles.

Trader documents

All of the following documents are mandatory for ALL vendors and stall holders and should be sent to us immediately with your payment should we give you a provisional approval. At latest (and only by prior agreement) they must be with us one week before the festival commences and if not provided you will NOT be allowed to trade and NO refunds will be issued.

- ~ Current public liability certificate
- ~ Employers liability insurance certificates
- ~ PAT electrical safety test certificate/labels
- ~ Your own Hazard/Risk assessment document

Data security and GDPR

All information you provide is only made available to those people involved with the organisation of the festival. To conform with the new General Data Protection Regulation that applied from 25th May 2018, it is important that you explicitly confirm that you are happy for us to store the information you have supplied to us on this form and use it to administer and contact you about the festival.