

These are the **Terms and Conditions / Booking Conditions** that you should adhere to.

**A. GENERAL**

**1. Opening Days**

You must trade on all the days you have booked.

**2. Opening and Closing Times**

Trading may take place from 8.30am on each of the 10 days.

However you must ensure that you are **open for business by** the time stated in "opening hours" document available on our website.

No stand may trade after 9pm.

**3. Clearance Period**

On your final day of trading (or every day for farmers and day stands) you must vacate the stall within one hour of each day's closure to allow time for the Street Cleaners to fully sweep the area. Day stands in the Fountain Café must leave the marquee when instructed on the Event manager as this is an evening venue.

**4. Servicing**

Vehicles should be removed immediately upon loading or unloading.

The City Centre is pedestrianised between:

11.00am and 4.00pm on Weekdays

10.30am and 4.30pm on Saturdays

12.00 noon to 4.00pm on Sundays

during which time there should be no market vehicles in the area. Any "topping up" therefore, if required, must take place outside these times.

**5. Encroachment / Storage**

**Building out beyond the limitations of the allocated stall area will not be permitted.** If you need additional storage space, this can be provided at a cost.

**6. Cancellation Policy for Market space**

Reservations of market stands will lapse if payment is missed, 100% of the fee is required before any stand space is taken. 100% refunds if cancelled before 1st August, 50% if cancelled at least three weeks before opening day, of event. No later refunds.

**7. Refunds**

No refunds can be made for circumstances beyond our control (e.g. bad weather / number of customers etc).

**B. STALL HOLDERS**

Each Stallholder shall:

**1. Indemnity / Insurance**

Be in possession of Third Party Public Liability Insurance in the sum of £2 million and indemnify the City of York Council against any claims whatsoever as may arise as a result of using the stall.

**2. Sub-Letting**

Ensure that no assignment or sub-letting of the stalls occurs.

**3. Good Order**

Be solely responsible for keeping and maintaining proper order on the stall.

**4. Nuisance etc.**

Ensure that nothing shall be done to cause nuisance or annoyance to members of the public, the Council's representatives or other traders, or to contravene any statute, by-law or regulation of the Council.

**5. Litter**

Ensure that no litter is unnecessarily deposited and take all reasonable steps to prevent the deposit of such. Upon cessation of the Market remove any litter or rubbish from the stall area and leave it in a clean and tidy condition..

**6. Electrical Equipment**

Ensure all electrical equipment is either still under warranty or has been PAT tested and has the correct documentary evidence.

**7. Management**

Comply immediately with such requests by the Event Manager, City Centre Manager, any authorised officer of the City of York Council or Food Festival as may be necessary for the good management of the Market.