

DUNSTER SHOW

FRIDAY 18TH AUGUST 2023

FOOD HALL



Food Hall Regulations and Guidance for trading in the Food Hall

1. Booking: Applications will be accepted upon receipt of the completed application form, public liability details, completed health and safety and fire risk assessment forms and FULL payment. Bookings will be acknowledged. Confirmation of the site including tickets and vehicle passes will be forwarded nearer the time of the Show (approximately 3 weeks prior). Membership applications are sent separately.

The Show reserves the right to refuse or cancel any application without explanation. The allocation of sites will be at the discretion of the Show and cannot be guaranteed from year to year. The Show reserves the right to change advised locations if necessary.

2. Insurance: Details of the current **Public Liability** insurance policy must be forwarded with your application and if renewal occurs prior to the Show an update certificate forwarded. It is the responsibility of the trader to ensure they have other insurances in place as appropriate to their business

3. Sub-letting: Subletting of your allocated Craft Tent space is strictly prohibited

4. Admission: The Show reserves the right to refuse admission or to remove any exhibit which they consider to be unsuitable. The decision of the Show Officials is final.

Admission to the showground is via your completed vehicle pass and tickets for the occupants in the vehicle. Failure to present these will result in the full admission price being charged. Please park in the allocated parking area. If you need to leave the Show before 18:00 you must park in the public car park. Please be aware that there is a 5mph speed limit on site.

5. Set Up and Breakdown: Set up must be completed by 8:00 on Showday. If you wish to set up on the Thursday prior to the Show you may do so. There will be no movement of vehicles or dismantling of stands until 18:00 (other than livestock vehicles) unless at the discretion of the Show Secretary or Health and Safety Advisor. Trading hours are between 8:00 and 18:00.

6. Litter/Waste: As you will be aware we are on a beautiful National Trust site and it is essential that we leave the showground as you would expect to find it. Please remove all litter and dispose of it in the receptacles provided or take it home. There is to be no digging or excavations on the site.

7. Liability: The Show Society or its representatives cannot be held responsible for the loss or damage to vehicles, stands, stock or equipment on the showground

8. Sole Trading: As applications are received from various traders it is likely that there will be other stands with similar products or services – applicants are asked to bear this in mind when making their application. The Show does make every effort to provide a variation of products in the Food Hall but cannot provide exclusivity

9. Cancellation: Should an exhibitor withdraw from the Show, or cancel a reserved space for **ANY** reason, all fees paid shall be forfeited and the Show Society reserve the right to re-let such spaces.

Should the Show Society have to cancel the Show for any reason before Show week then the Show Society will refund fees paid, less an administrative charge of £25. If the Show has to be cancelled during the week prior to the Show then fees paid will be refunded less an administrative charge of £50.

10. VAT and receipts: VAT is not payable and the Show Society is not VAT registered. A receipt will only be issued if an invoice is received with the application form.

11. Fire Safety: No cooking or hot works are permitted in the Food Hall other than samples for tasting. Fire extinguishers are provided next to the exits. If you are cooking samples or using electrical equipment you must have your own fire extinguisher. In the event of a fire please leave the marquee and assemble in the traders car park area. You are advised to take any cash takings with you if safe and quick to do so. Please follow the instructions of our Show Officials at all times.

Fire exits must be kept free from vehicles and stock at all times. Do not block entrances, exits and traffic routes during unloading and loading

12. Security: Please remain vigilant at all times and report any suspicious activity to one of our Show Officials. Emergency Services can be contacted through 999. The Postcode for Showground is **TA24 6SL**



DUNSTER SHOW

FRIDAY 18TH AUGUST 2023

FOOD HALL

13. Public Health: Please be aware of the requirements of the Show to ensure public health provision in line with Government Guidelines. We ask that traders provide hand sanitising facilities and support those who wish to wear face masks.

13. Wifi: There is limited wifi facility on site

14: First Aid: During the Show there is a qualified first aid provider on site – they are located in the adjacent field opposite the entrance to the Livestock area. Any accidents or incidents on site must be reported to the Show Secretary.

15. Electricity: The provision of electricity in the Craft marquee will be via the Show's supply – generators may not be used in this marquee. The Show Society cannot be held responsible for any loss of service. Electrical equipment brought onto site to be plugged into the supply must have a current PAT test certificate.

17. Food Safety: Any trader selling food products must ensure that they comply with all current food and labelling legislation. Traders are strongly advised to ensure that they have their documentation with them for inspection, this includes their Food Safety Management Policy (Safer Food Better Business), HACCPs and evidence of staff training. All food businesses must ensure that allergy information on their products is readily available and any staff are trained in allergy information. It is the responsibility of the trader to ensure they have suitable hand washing facilities in place. Please note that Environmental Health Officers do visit our event.

18. Cooking/Consumable Food: All catering rights are arranged by the Show Society, No foodstuffs, confectionery, ice cream or other goods consumable on the showground may be sold. Cooking is limited to the cooking of samples only for tasting purposes only.

19. Alcohol: Any trader selling alcohol is responsible for ensure that a Temporary Events Notice is in place. Challenge 25 must be implemented

18. Lost/Found Children and Vulnerable Adults: Our First Aid Team act as our centre for lost/found children or vulnerable adults. Please refer any reports of lost or found children or vulnerable adults to the First Aid Team.