

GENERAL RULES

If you have any specific needs or requirements for you personally or for your stall/pitch, you MUST advise us at the time of booking, and we will try our best to meet your request. In addition to the current 'Code of Conduct' operated by Fenland District Council (copy available on request), the following rules apply to Events. By making the booking you agree to comply with these rules and any other condition that FDC may see fit. Note: You may not have access to electricity as the event sites are very large, so you may need to bring a "silent generator" you must include this within your risk assessment.

1. All food traders must be aware of and comply with all UK food regulations. Environmental Health Officers may visit the stall during the day to ensure compliance with Food Safety requirements. The Food Hygiene Rating Scheme level achieved must be 3 or above and clearly displayed.
2. All traders must be aware of, and comply with, all U.K. Consumer Protection Regulations. Fenland District Council supports the National Shoppers Charter, and all sales must be made under these terms.
3. No Licensable activity is allowed without prior permission from FDC. (These activities include the selling of Alcohol or holding some types of Lottery or Tombola).
4. Stallholders are not permitted to sell or provide live animals to the public.
5. Stallholders are not permitted to tout or promote any political parties or agendas.
6. Traders must not disturb, block or detract from neighbouring stalls/activities.
7. Traders are not permitted to arrive before or after the road closure is in place and must leave the site no later than 2 hours after the event close.
8. All traders must provide evidence of Public Liability Insurance upon request.
9. Equipment must be suitable for outdoor use, safely anchored and secured, and meet the British Standards for being fire retardant.
10. It is Stallholders' responsibility to monitor weather forecasts throughout the day and cease using equipment in adverse weather as per the manufacturer's instructions.
11. Equipment must be safe and operated according to the manufacturer's instructions by a competent and if applicable qualified person.
12. Equipment must conform to British Safety Standards.
13. Traders using FDC electricity (32/16-amp Blue fitting) must comply with any instructions regarding suitability, usage or supply of equipment. Only a very limited supply is available. All electrical equipment must have a valid PAT test on the date of the event.
14. No site generators using propane/butane gas or exposed battery supplies will be allowed.
15. No uncovered trailing cables will be allowed in areas where the public have access.
16. During the erection/dismantling of stalls traders must ensure the safety of the public.
17. Conflict with other traders, the public or members of staff is not permitted.
18. Traders must be flexible during arrival and departure times to allow access to neighbouring stallholders. Any disputes will be resolved by the site manager, whose decision must be complied with immediately.
19. All traders must comply with a 5 m.p.h. speed limit whilst within the event area. When parked ignition keys must be removed from vehicle.
20. Pedestrian aisles or vehicle access routes within the event area or to any residential or business premises outside must not be obstructed by traders.
21. Traders must not obstruct access for emergency vehicles.
22. All waste material produced during the day must be kept within the confines of your stall and taken home with you. Please report any debris or spillages in the aisles etc. so that the area can be cleansed to prevent accident or injury.
 - a) Any materials held on or around your stall must not be of a type to create additional Health and Safety problems. No bottled gas, fireworks, solvents, toy weapons etc. may be kept on any stall.
 - b) Any trader selling goods that may contain substances that are hazardous to health (the range is very wide, including everyday items such as glue or paint), must provide a data sheet and where appropriate a COSHH assessment.
23. All goods offered for sale must be genuine products and not subject to challenge by Trading Standards Officers. Where applicable the goods should carry the "CE" mark or label. Unsafe toys or accessories, or "cloned" (fake) goods are not allowed. Infringements will be reported to Trading Standards or other agencies as is appropriate.
24. Always be polite and courteous to members of the public and other town centre residents or business people. Try not to provoke a situation where there could be conflict. In the event of any potentially serious situation occurring contact the site manager, a steward, or the Police.
 1. Please note that there will be a total ban on vehicle movements during the event opening times and by booking you agree to comply with this restriction (please ensure all your assistants are aware of this).
 2. Mandatory Conditions: Premises License – Sale by Retail of Alcohol
 - a) No supply of alcohol may be made under the premises license:
 - i) at a time when there is no FDC designated premises supervisor in respect of the premises license, or
 - ii) at a time when the FDC designated premises supervisor does not hold a personal license, or his/her personal license is suspended.
 - b) Every supply of alcohol under the premises license must be made or authorized by a person who holds a personal license.
 3. Mandatory Conditions: Premises License – Irresponsible Drink Promotions
 - a) Carrying out, arranging or participating in any irresponsible promotions in relation to the premises are not permitted.

- b) In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises in a manner which carries a significant risk of leading or contributing to crime and disorder, prejudice to public safety, public nuisance, or harm to children:
 - i) games or other activities which require or encourage, or are designed to require or encourage, individuals to:
 - (1) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorized to sell or supply alcohol), or
 - (2) drink as much alcohol as possible (whether within a time limit or otherwise).
 - ii) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic (other than any promotion or discount available to an individual in respect of alcohol for consumption at a table meal, as defined in section 159 of the Act);
 - iii) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less;
 - iv) provision of free or discounted alcohol in relation to the viewing on the premises of a sporting event, where that provision is dependent on:
 - (1) the outcome of a race, competition or other event or process, or
 - (2) the likelihood of anything occurring or not occurring;
 - v) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorize anti-social behaviour or to refer to the effects of drunkenness in any favourable manner.
4. **Mandatory Conditions: Premises License – Dispense of Alcohol**
- a) No alcohol is to be dispensed directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of a disability).
5. **Mandatory Conditions: Premises License – Provision of Free Tap Water**
- a) The authorized person shall ensure that free tap water is provided on request to customers where it is reasonably available.
6. **Mandatory Conditions: Premises License – Age Verification Policy**
- a) Individuals who appear to the responsible person to be under 25 years of age should be requested to produce on request, before being served alcohol by the authorized person, identification bearing their photograph, date of birth and a holographic mark.
7. **Mandatory Conditions: Premises License – Measures of Alcohol** the authorized person shall ensure that:
- a) Where any of the following alcoholic drinks are sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures:
 - i) beer or cider: ½ pint;
 - ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
 - iii) still wine in a glass: 125 ml; and
 - b) Customers are made aware of the availability of these measures.
8. **Mandatory Conditions: Exhibition of Films**
- a) Where the film classification body is specified in the license, unless 22(b) applies, admission of children must be restricted in accordance with any recommendation made by that body.
 - b) Where:
 - i) the film classification body is not specified in the license, or
 - ii) the licensing authority has notified the holder of the license that this subsection applies to the film in question, admission of children must be restricted in accordance with any recommendation made by the licensing authority.
 - c) In this section: ‘children’ means persons under 18, and ‘film classification authority’ means the person or persons designated as the authority under Section 4 of the Video Recordings Act 1984.
9. Operators to comply with all existing health and safety requirements, regulations and bylaws.
10. No sale of alcohol to be made to anyone displaying drunken or aggressive behaviour.
11. No sale of alcohol to be made to children.
12. Proof of age cards to be produced to prevent the sale of alcohol to children. No material unsuitable for children.
13. Any attendees who do not adhere to these terms and conditions will be issued with a written warning. Should a breach occur again we reserve the right to deny future applications to book. We also reserve the right to ask an attendee to leave or to refuse future applications without warning where the incident could cause harm to people or property or is likely to reoccur.
14. **Or such other conditions that the authority may impose at its absolute discretion**

By attending the event you agree to comply with the above terms and conditions.