



Belladrum Tartan Heart Festival - Concessions Application Form

Thursday 1st - Sunday 4th August 2019

Thank you for your interest in being involved in Belladrum 2019. The festival is returning for its 16th year stronger than ever. Our fancy dress theme this year is SCI-FI.

If you wish to attend Belladrum in any of the following capacities, this is the application form for you!

- Food Trader
- Market Trader
- Charity
- Alternative Health or healing practitioner
- Entertainment Trader (funfair, amusements etc)
- Exhibitor

APPLYING

HOW - by completing this form (excel only) and emailing to lesley@lesleystrang.com

WHEN - Closing date is Friday 29th March

- Applications received after the closing date will not be processed.
- If you wish a receipt confirmation, you must request this. They will not be sent automatically.
- All applicants will be informed via email if their application has been successful or not by Friday 19th April.
- If your application has been successful, following your confirmation email you will be sent an invoice, which will be payable within 10 days.
- H&S Requirements are as follows; Insurance (public and employers), risk assessments, electrical certificates, food hygiene, method statements, gas certificates. These will be requested via email by our H&S manager.
- The festival reserves the right to refuse access to traders prior to the event or during the event if your installation doesn't fit the description given on this form or if you contravene any of the T&C's listed below.

EVENT TIMINGS - please check you can adhere to these before applying

CAMPSITES - 8am Thursday 1st August - 1pm Sunday 4th August

ARENA - Thursday 1st August Middy - 1am

Friday 2nd August 9am - 2am

Saturday 3rd August 9am-2am

LOAD IN - Tuesday 30th July & Wednesday 31st July 9am-7pm

RESTOCKING PERIOD - 6am - 730am Friday 2nd & Saturday 3rd August.

VEHICLE CURFEW - 8pm Wednesday 31st July after which no movement outside restocking window

PITCH FEES (VAT INCLUSIVE)

MARKET TRADERS & EXHIBITORS - £16.50 per square metre. Includes 2 trader passes.

FOOD TRADERS & ENTERTAINMENT TRADERS - £75 deposit paid in advance. Onsite, 20% of turnover, payable in cash. Calculated at end of trading period. Includes 3 trader passes.

CHARITIES - Limited number of free pitches awarded on most interactive application. Includes 2 trader passes,

ALT HEALTH & HEALING PRACTITIONERS - £8.50 per square metre. Includes 1 trader pass.

VEHICLE PASSES

There are 3 types of vehicle pass:

Pitch Vehicle - limited to one support vehicle static on your pitch. This has to have been accounted for in your overall pitch size.

Trader Car Park - for restocking vehicles. Limited to max 2 per pitch and allocated on basis of size of trading operation

Campervans are not permitted in the trader car park or general car parks or on pitches. Campervans must be parked in the public campervan field and have the appropriate pre purchased ticket.

General Car Park - these can be downloaded from <http://www.skiddle.com/pages/bellapasses.php>

SUPPORT VEHICLES

Campervans are not permitted to be support vehicle for any pitch.

Support vehicles for food and market traders are restricted to cars or small vans.

Charities and Alternative healths are not permitted to have any vehicles on their pitch

TERMS & CONDITIONS

Cancellation: In the unlikely event of the festival being cancelled, we will try to let you know as early as possible. The promoter will not be held liable for any costs that you have incurred in connection with the festival.

Camping: A maximum of one small 2 man tent will be permitted to be erected on your pitch for security purposes. This tent must be kept within a safe distance of vehicles on your pitch and must be accounted for in your overall pitch size request. No camping will be permitted in the trader car park either in tents or in cars or campervans. Any tents must be pitched in the public camping areas and campervans in the public campervan field for which you need a ticket

Pitch Spec: All trader pitches will be marked out in full to show your overall trading area. Traders must keep within these marked lines. Any space beside or behind your pitch that is undesignated will be left free for fire/access purposes and must not be occupied. Skips and generators located near your pitch will all require servicing during the event and if access is blocked, all traders in that block will be asked to cease trading until the appropriate fire and access routes are cleared. If you turn up on the day and your pitch does not fit in the space you requested, the festival withholds the right to refuse access and not refund any monies paid.

Trading Structure: Your trading structure must be a catering trailer, marquee or gazebo. No trading from domestic camping tents will be permitted. Any unusual trading structures must be declared and cleared by festival management upon application. Once your application has been accepted, you will not be permitted to change trading structure without prior agreement from festival management.

Power: To comply with health and safety requirements, no generators may be brought on site for your own use. If you require power, it must be ordered and paid for in

advance from the festival. If any trader is found to be pulling more power onsite than they requested, the festival reserves the right to withdraw that power supply and/or charge for additional power as appropriate. You must take your own 25m length of cable to plug into the festival distribution.

Waste Management/Recycling: All traders must remove all waste from their stand before departure and leave your pitch as you found it. Failure to do so will mean that an application to attend the event in future years will be refused. Caterers must remove all their own waste oil from the site and not attempt to dispose of onsite by pouring into the ground or any other receptacles on site.

Onsite inspections: All traders will be subject to inspection by the festival health and safety team and/or Highland Council Licensing officials (environmental health, fire & rescue, building standards) at any time. All traders must co-operate in these inspections. Any traders not satisfying safety/hygiene standards may be asked to leave site without a refund.

LPG: Only caterers may use Liquid Petroleum Gas (LPG). Any LPG brought to the event will have to be stored in line with health and safety regulations in the Purple Guide. Other than LPG cylinders in use only 1 spare LPG cylinder should be stored at the unit. Additional cylinders should be kept in the LPG compound provided by the event.

Passes: Traders are responsible for ensuring that they and their staff adhere to the published pass system. The festival cannot accept responsibility of traders who do not adhere to the system or lose their passes. Trading staff without passes will not be admitted to the event. Passes are not transferrable.

Your Booking: If at any time you fail to meet health and safety requirements and are thus ruled ineligible to exhibit by the event safety officer, your fees will not be refunded and the promoter will not be held liable for any costs you have incurred in connection with the event. This is also the case of any traders who fail to produce the required H&S paperwork in advance of the event, within the requested timelines.

Alcohol: No alcoholic beverages may be sold by traders

Items not permitted on site: glass (any glass), body-piercing equipment, generators, lasers, fireworks, weapons or potential weapons, items associated with legal highs.

None of the above are permitted on site and will be confiscated by security personnel if found. Traders must co-operate fully with festival security in any search of vehicles or

Animals: No animals are allowed at the festival. Any found may be impounded at the owner's expense.

Amplified Music: No amplified music or PA systems are permitted.

Fires: No open fires allowed.

Sub-contracting: Sub-contracting stalls or parts of stalls is not permitted.

Goods & Services Description: Traders must only sell goods specified in their price lists/menus submitted with their application.

Security: Although there will be security personnel on site, it will be your responsibility to ensure the security of your stall, both during your presence there and if you leave the stall unmanned. The festival promoter takes no responsibility for theft, loss or damage to traders' vehicles, goods, cash or possessions. The promoter will not be liable for any actions or expenses on account of or in respect of any damage or injury caused.