



Caterer Information, Site Rules and Terms & Conditions Pack



Contents

Victorious Festival Overview	Page 3
Trading Areas Available	Page 4
Electricity Supply & Hire Prices	Page 6
Catering Traders Rules	Page 7
Event Terms & Conditions	Page 19

Thank you for your interest in trading at Victorious Festival!

Please read the following Information about Victorious Festival and the Rules, Health & Safety and Terms & Conditions you will be expected to abide by before completing the separate online application form.

VICTORIOUS FESTIVAL OVERVIEW

Now in its fifth year, Victorious Festival is set to take place across three days **Friday 25th, Saturday 26th and Sunday 27th August 2017** on Southsea Seafront.

The event; a finalist in the UK Festival Awards 2016 for Best Major Festival, features numerous stages with big budget headliners – last year's main stages presented acts such as Noel Gallagher's High Flying Birds, Annie Mac, Mark Ronson, Manic Street Preachers and Wolfmother.

Victorious Festival is growing year upon year – with 120,000 people attending the 2016 weekend. The extensive festival site boasts of a hugely popular free Kid's Area, an array of market and food stalls, as well as free entry to some of Southsea Seafront's attractions. Last year's festival attendees also got to discover the exciting new additions such as the fantastic World Music Village and the full size Happy's Circus. With all of this on offer to ticket holders the event continues to be one of the best value music festivals in the UK.

This year Victorious Festival is continuing to expand further, with the addition of the Friday Night Opening Party – the partially-open site will feature the brilliant Madness headlining the Castle Stage, Southsea Castle's Champagne Bar, Craig Charles DJ set at The Real Ale Village and the Beats & Swings tent open for a boogie. Also, for the first time attendees will have the chance to camp - with Portsdown Hill off-site family-friendly campsite situated in the North of the City, complete with a free-to-camper's shuttle bus service to the festival site.

Victorious Festival 2017 Tickets Prices (per day):

Tier 1 Early Bird - Friday Night **£20**
- Saturday/Sunday **£25 per day**

Tier 2 Early Bird - Friday Night **£25**
- Saturday/Sunday **£32 per day**

Tier 3 Early Bird - Friday Night **£30**
- Saturday/Sunday **£37 per day**

Standard - Friday Night **£35**
- Saturday/Sunday **£42 per day**

5-15yrs / U 5yrs - **£8 per day / £1 per day**

TRADING AREAS

Pitch prices will be discussed if your application is successful

COMMON STAGE AREA – The festival's largest capacity arena and where the biggest headline acts will be performing. Happy's Circus will also be in full swing within the Common Stage Area this year – with Circus shows throughout the day and DJs in the evening.

- Catering Traders only
- Opening hours: **Sat/Sun** 10:00-23:00

CASTLE STAGE AREA – The festival's second largest capacity arena where headline artists will be showcased. The area sees a high footfall for the majority of the opening hours.

THIS AREA INCLUDES FRIDAY NIGHT TRADING.

- Catering Traders only
- **For an extra fee there are some MOVEABLE pitches available in this area for just the Friday Night Opening Party. These units must be trailers/easy to move set-ups as they will then be repositioned into their permanent Saturday/Sunday pitches once the Friday Night site has been cleared of the public.**
- Opening Hours: **Fri** 18:00-23:00, **Sat/Sun** 10:00-23:00

MARKET WAY - Situated along the main connecting pathway between the two main stages (Common Stage & Castle Stage), this busy area plays host to market and food stalls. It has a high footfall throughout the duration of the event.

- Catering Traders & Market Traders
- Opening hours: **Sat/Sun** 10:00-23:00

FOOD COURT - Situated around Southsea Skate Park, this area will host the largest selection of food. The pitches in this area can be viewed from the main festival crossroads, the Castle Stage area, as well as having the Acoustic Stage and a possible new small stage (TBC) positioned around this area. The area will also have some dedicated tables & seating provided by the festival.

- Catering Traders only
- Opening hours: **Sat/Sun** 10:00-23:00

REAL ALE VILLAGE – Situated between Market Way and The Seaside Stage, the Real Ale Village replicates the popular Portsmouth Beer Festival. The area will have its own stage and food stalls to compliment the wide variety of Real Ales on offer at the bar. **NB: Pitches within this area CANNOT be staked in due to concrete and utility & service mains, so please ensure you have weights if required.**

THIS AREA INCLUDES FRIDAY NIGHT TRADING.

- Catering Traders only (As mentioned above, must be able to set-up on concrete)
- Opening Hours: **Fri** 18:00-23:00, **Sat/Sun** 10:00-23:00

SEASIDE STAGE – Situated by the picturesque Southsea Bandstand this area plays host to popular local bands. Traders can expect a more relaxed boutique atmosphere with flexible opening hours. *Ideal area for first-time traders/arts & crafts.*

- Catering Traders & Market Traders
- Opening Hours: **Sat/Sun** 10:00-23:00 (flexible closing on request)

KIDS AREA – This area will have a great selection of mostly free-of-charge children's entertainment, including a dedicated stage, various workshops and fairground rides. This area caters for families with children and closes at 6pm. *Ideal area for traders selling family orientated items, toys, food and sweets.*

- Catering Traders & Market Traders
- Opening hours: **Sat/Sun** 10:00-18:00

WORLD MUSIC VILLAGE - This vibrant area, which is situated near the Main Entrance, offers festival goers the chance to experience world music, food, spoken word, workshops and markets. This area is also acts as a walkway between the Main Entrance and the Common Stage arena. *Ideal area for first-time traders/arts & crafts.*

- Catering Traders and Market Traders
- Opening Hours: **Sat/Sun** 10:00-23:00

PORTSDOWN HILL OFF-SITE CAMPING - New for 2017, the campsite will be located 8 miles from the Festival site upon Portsdown Hill, with a free-to-campers shuttle bus service running to and from the festival site (approx. 25min journey each way). Pitches within the campsite give the opportunity for 24hr trading. The campsite location is an area *without* many local amenities so food and supplies will be in demand.

THIS AREA INCLUDES FRIDAY NIGHT TRADING. ALL TRADERS WISHING TO TRADE PAST 23:00hrs MUST APPLY FOR A 'TEN' LICENSE. INFO ON THIS WILL BE PROVIDED.

- Catering Traders and Market Traders
- Opening Hours: **Fri/Sat/Sun** 24hrs (flexible, subject to license), **Mon** until 14:00hrs

ELECTRICITY SUPPLY AND HIRE PRICES

Please Note: All electricity will be provided by Victorious Festival on-site generators.

Private generators are NOT permitted.

16A (1Ø) = £160.00 + VAT = £192.00

32A (1Ø) = £205.00 + VAT = £246.00

32A 3 PHASE = £510.00 + VAT = £612.00

63A (1Ø) = £510.00 + VAT = £612.00

NB regarding electricity costs:

- All **Friday** Night Opening Party pitches will incur an extra 1/3rd of required electricity costs.
- If setting up on **Thursday** (this must be pre-approved with the Market Manager) then please be aware that electricity will only be available at an additional cost.

Once you have paid your full pitch fee, electricity (and any other charges) then all profit is yours – we won't take a percentage of your earnings during the event.

CATERING TRADER RULES

Please read the following Rules carefully. By proceeding to the online application and checklist you are confirming you have read, understood and agree to abide by Victorious Festival requirements as detailed below.

Definitions

- 1.01 In these Terms and Conditions the terms 'you', 'yours' and 'trader' refer to the person on the application form. The terms 'Victorious Festival', 'we' refer to the festival organisers.
- 1.02 The term 'Market Trader', 'Stallholder', refers to one who sells items, goods or services that do not involve the preparation or handling of food or drink. The term 'Catering Trader', 'Food Trader', refers to one who sells food or drink. The term 'Trader' refers to all of the above.

Application

- 2.01 Once you have read the Terms and Conditions, please complete and submit the Online Application Form and email copies of all required documentation listed on the Application Checklist to: traders@victoriousfestival.co.uk
- 2.02 All successful traders will receive a confirmation email detailing the next steps in meeting Victorious Festival requirements.

If your application is successful and you would like to accept the offer, the following Rules will apply:

Payment

- 3.01 Full payment is due on acceptance of your application (including electricity and any other charges) by bank transfer to Victorious Festivals Ltd. Your pitch offer is not guaranteed until this payment has been received. You will have a maximum of 14 days to pay otherwise the pitch will be offered to another trader.

PAYMENT DETAILS:**BACS: Victorious Festival Ltd****a/c: 13558479****s/c: 20-69-40****You must use your invoice number as a reference for your payment.**

3.02 All traders are required to put up a Green Deposit. Catering Trader Green Deposits are set at **£200 per unit**. Green Deposit cheques must be made payable to Victorious Festivals Ltd. If you're bringing more than one unit then **you must send separate cheques for each unit**.

Green Deposit cheques will be destroyed within 30 days after the event provided your designated pitch has been left tidy and in good order. If your pitch is not left tidy and in good order then Victorious Festivals Ltd. have the right to retain all or part of the deposit.

Any disputes will be resolved within 30 days where possible.

Insurance

4.01 You are obliged to have Public Liability Insurance for no less than £5 million to cover any hazard or loss which may occur at the festival.

4.02 You are obliged to have Employers Liability Insurance, worth no less than £5 million, if you employ one or more staff members. 'Staff' includes anyone paid or unpaid, managers and yourself. There's only a few exceptions for this insurance - for further details please visit: www.hse.gov.uk/pubns/hse40.pdf

4.03 We will ask for a copy of your valid insurance certificate(s) along with the other health & safety documents. No trade pitch will be fully confirmed without insurance details. Failure to adhere will result in you being prohibited to trade. Should your policies be up for renewal before or during the event then please provide evidence of your current insurance. If your application is successful then **it is your responsibility to provide us with the renewed insurance 14 days BEFORE the opening of the event.**

Losses

5.01 By accepting these terms and conditions you acknowledge that neither Victorious Festival nor their designated employees are not responsible or liable for:

- any financial losses incurred by you;
- any loss of income, or damage to your equipment, goods or personal belongings;
- any loss of income, or damage to goods caused by adverse weather conditions;
- any necessary re-siting of stalls, or any change of performance program;
- any injury incurred by employees or staff working for or connected to you;

It is your responsibility to insure your property against damage.

5.02 Victorious Festival employ's a professional 24-hour on-site security company, however traders are responsible for the safety and security of their own stock, vehicles and pitch.

5.03 Victorious Festival does not accept any responsibility for the levels of trade during the event.

Passes

6.01 There are a set number of staff and vehicle passes available for your staff and you will be informed of this in your confirmation email. Details of your staff need to be submitted in advance of the festival date.

You will be advised about this simple process in July/August provided your pitch fee has been paid and appropriate valid documentation confirmed.

On-site

7.01 Camping on-site is prohibited. The use of caravans, tents or any other overnight accommodation will not be permitted on the event site under any circumstances.

However, information on the new Portsdown Hill Off-site Campsite can be found by following the link below, should you wish to purchase a ticket to use this facility – which offers a free-to-campers shuttle bus service to and from the festival site. **Please note that this campsite is for tent camping ONLY.**

www.victoriousfestival.co.uk/portsdown-hill-offsite-camping

- 7.02 All tables, lighting or anything else you require to display any merchandise is the traders' responsibility to provide.
- 7.03 By accepting these Terms and Conditions you acknowledge that you are responsible for the actions and behaviours of your designated staff. Should Victorious Festival deem any trader staff behaviour as inappropriate, illegal, foul, criminally damaging to property or particularly offensive that person will be removed from site and your trade stall may be prohibited from trading at Victorious Festival events in future years.
- 7.04 The Market Management team on behalf of Victorious Festival are solely responsible for the allocation of trade pitch sites and reserve the right to reallocate or re-site a pitch at any time. You are not permitted to move or change your pitch from the location provided by the Market Management team.
- 7.05 You may not sub-contract your stall or any part of your stall without clear written express permission. To do so may mean you will be asked to cease trading and may be prohibited from trading at Victorious Festival events in future years. No refunds or reimbursements will be given.

Pre Event Set-Up

- 7.06 Access to the site may be permitted from **10:00hrs on Thursday 24th August 2017** if discussed and agreed in advance with the Market Management (NB: If setting up on **Thursday** then please be aware that electricity will only be available at an additional cost if required).

All other traders can access the site from **10:00hrs on Friday 25th August 2017**. Any trader wishing to access the site earlier than these dates or times can only do so if agreed with the Market Manager prior to the event.

- 7.07 All traders with pitches located within the Friday Night Opening Party site must be set-up on-site by **15:00hrs on Friday 25th August 2017**.

All other traders must be set up on-site by **18:00hrs on Friday 25th August 2017**.

7.08 Catering traders will be given a red card on arrival and will not be permitted to trade until Tiger Tea Health and Safety Officers have inspected the pitch.

After inspection you will be awarded a green card indicating that you have passed inspection and may now trade. In some cases you may be issued with a yellow card indicating that you may trade but need to improve some aspect of your stall.

Red, green or yellow inspection cards must be clearly displayed within the food trade stall at all times.

On the Day Set-up and Trading Hours:

7.09 All traders must adhere to the following hours;

- Catering Traders with pitches located within the Friday Night Opening Party site must be set-up for trade and H&S inspection by **17:00hrs on Friday 25th August 2017**.
- Catering Traders must be set-up for trade and H&S inspection by **09:00hrs on Saturday 26th August 2017**.
- Hours of trading are from **18:00hrs until 23:00hrs on Friday 25th August 2017** (for traders pitched within the Friday Night Opening Party site **ONLY**) and **10:00hrs until 23:00hrs on Saturday 26th August & Sunday 27th August 2017** unless agreed otherwise.
- On both **Saturday 26th & Sunday 27th August 2017** all traders can access the site from **07:00hrs**.

Vehicles, Vehicle Movement and Deliveries

7.10 All catering traders are allowed only one stock OR refrigeration vehicle to remain static on-site behind their stall. It will not be allowed to move from this position until vehicle movement is allowed on-site - estimated time of vehicle movement on-site would be **01:00hrs on Monday 28th August**.

You must not move your vehicle until given express permission by the Market Manager.

7.11 Re-stock and delivery vehicles will be permitted access to site during set-up hours 10:00-15:00hrs on Friday 25th August, 07:00-09:00hrs on **Saturday 26th August & Sunday 27th August**. These vehicles must have a pre-applied for vehicle pass.

The only exception to a vehicle pass is if you're arranging for an outside company to deliver to you at the festival – in which case you **MUST** ensure that the delivery vehicle has the name on the stall, name of trader and pitch number/location of the pitch **BEFORE** they are allowed on-site to deliver. Victorious Festival will not accept responsibility for receiving any deliveries on your behalf.

- 7.12 During these times your vehicles must move at a maximum speed of 5mph. Use turning signals to indicate your direction so do not use hazards while in motion. In the event of adverse weather conditions there may be a ban of vehicle movement on grassy areas until the ground is made safe. Trader vehicles breaking these safety rules may be asked to cease trading and leave.
- 7.13 This is IMPORTANT enough to repeat: no trader vehicles whatsoever are permitted to move on site during live days, i.e. **after 18:00hrs on Friday 25th August** (within the live area of the site), **or after 09:00hrs on Saturday 26th August & Sunday 27th August. Or before 01:00hrs Monday 28th August.** The only vehicles you may see moving during these times belong to contractors or crew given permission by Victorious Festival Management in exceptional circumstances.
- 7.14 Any traders needing to leave the site to restock must transport the supplies on foot.

If you expect a delivery item too large to manually handle, notify the Market Manager before your trip and consideration will be given on how the festival may be able help you.

- 7.15 There is no on-site parking, therefore it is the trader's responsibility to park any vehicles off-site once set up is complete, i.e. by 09:00hrs. Excluding one static stock vehicle for catering traders as mentioned in **7.09**

Noise and Sound Systems

- 7.16 Noise must be kept to a minimum at all times. Victorious Festival reserves the right to order trader sound sources to be turned off AT ANY TIME. Unregulated noise pollution could have serious implications on the festival license.

You will not be allowed to play music after 22:00hrs during any given day of trading. Sound systems may be no larger than 200 Watts and must constitute as "background music".

Products and Tariffs

- 7.17 You are offered your pitch on the strength of the products and tariffs listed on your application form. The product list and tariffs should be an accurate representation of what you intend to sell. In some instances traders may be asked not to sell certain items to avoid clashes with other traders.

If Victorious Festival discovers that you are selling products or charging tariffs not listed we will ask you to withdraw the items or return to the agreed tariff. If you refuse, we reserve the right to enforce closure of your trading operation.

- 7.18 Please be aware that there will be a soft drink brand exclusivity across the event in which all caterers selling such drinks must adhere to. However, we will not be restricting where you have to purchase the branded soft drinks from. More information on this will be discussed with you upon confirmation.

Animals

- 7.19 Traders are not allowed to bring animals or pets onto site. You may not keep animals anywhere within the stalls areas. Any animals or pets found with your stall will need to be removed at the owner's expense.

Waste, Recycling and Damage

- 7.20 Traders are required to keep the area 10 meters in front of your stall tidy and free of rubbish. You must ensure that all waste generated by your stall is placed in the bins provided. Please notify us of any unusual requirements. We ask that all catering traders supply at least two front of house bin and ensure it is emptied regularly.

Ensure you use the correct recycling facilities available and that all cardboard is flat packed.

- 7.21 Care should be taken not to cause any damage or change to the site or to any of the fittings, equipment or any other property belonging to the site, to Victorious Festival or any of the contractors. You will be required to pay for any damage, including accidental damage caused. This cost may include transportation and labour costs incurred by such actions.

Fire Safety / Gas / Electricity / Water / Oil

Fire Safety

- 8.01 Traders are required to have a 5kg dry powder fire extinguisher at their stall, that must

have been either inspected by a trained contractor, or purchased within the last 12 months. Documentation to prove either must be available on-site.

Catering traders must also have a fire blanket. Those with deep fat fryers are advised to have a wet chemical extinguisher.

- 8.02 All traders must supply a completed Fire Risk Assessment; a copy must be included within the relevant paperwork required before the event and it must also be available on-site for inspection.

It is your responsibility to ensure fire exits and fire lanes surrounding your stall are kept clear from obstruction throughout the event. Please pay particular attention to the location of your stock, rubbish bags and equipment.

Gas

- 8.03 Other than canisters in use, only one spare cylinder of liquid petroleum gas (LPG) may be kept at your stall at any time, 47kg maximum size. If you wish to store additional LPG cylinders and empty LPG cylinders, please liaise with the Market Manager in advance, or on the day, to ensure use of the event LPG store. Market Management and Hampshire Fire WILL inspect to ensure all requirements are met.

- 8.04 Gas appliances must comply with relevant HSE regulations and must have undergone a Gas Safe check within the 12 months prior to the festival.

Food traders must ensure that the Gas Safe registered engineer inspecting your appliances is qualified to check catering units. We suggest you check on the Gas Safe Register website: www.gassaferegister.co.uk

A clear, legible copy of the Gas Safe inspection certificate must be sent to us on confirmation of your application. No applications will be fully confirmed without relevant Gas Safe certification. Failure to adhere means you will be unable to trade.

Should there not be sufficient safety checks on your gas equipment, a registered engineer will be called to verify your equipment. You will be liable for the cost on any on-site testing.

Electricity

- 8.05 All power to traders will be provided by on-site generators. No personal generators will be allowed and any found, may be removed to a place of safety at your expense.
- 8.06 Electricity requirements need to be detailed on the application form. There will be a charge for power. Please see 'Electrical Supply and Hire Prices' (on page 6). Power requirements can only be booked in advance before Friday 1st August 2016.

You will need to provide your own outdoor, rated C-form extension lead to plug into the mains power.

- 8.07 Electrical equipment and appliances must comply with relevant HSE regulations and must have undergone a Portable Appliance Test (PAT) safety check or electrical systems test within the 12 months prior to the festival.

You must ensure that the safety check is carried out by a qualified electrical engineer and that each appliance receives a PAT (portable appliance test) certificate.

A clear, legible copy of the PAT inspection or electrical systems inspection certificate must be sent to us on confirmation of your application. No applications will be fully confirmed without relevant PAT certification. Failure to adhere means you will be unable to trade. More information on PAT testing is available here: www.pat-testing.info

When on site, should there be insufficient testing certificates for your electrical equipment, a registered engineer will be called to verify your equipment. You will be liable for costs for any on site testing.

Water

- 8.08 The catering trader pitch fee includes access to a supply of clean water. This will be shared with other traders. Catering traders are not permitted to have a direct feed, nor allowed to attach a hose for filling water containers, from the communal tap.
- 8.09 Catering traders must possess appropriate hand washing facilities using hot running water. An urn of hot water and a bowl beneath is not adequate. This must be separate from any sink areas where utensils are washed.

8.10 Wastewater must be disposed of in the grey-water bins (IBCs) as provided by the festival. It must not be poured onto the ground or down a drain. The digging of sumps and soak-aways is prohibited.

Oil

8.11 All oil, and empty oil containers, must be taken away and disposed of properly, under no circumstances is oil to be poured onto the ground, down a drain or be left on the event site – this will result in you forfeiting your Green Deposit.

Structures & Trailers

9.01 If trading from your own marquee or tent it is your responsibility to ensure the structure is flame retardant.

9.02 All tents, marquees and structures must be securely staked in and must use guy ropes (if required). Thin straight pegs are prohibited as they are not sufficient, you must use U-pegs or rippled pegs instead. The weather conditions can be windy at the festival site, so ensure you have sufficient ballast on each leg of the marquee.

Prohibited Items

10.01 Traders are **prohibited** to supply for purchase or gift alcohol in any form whatsoever i.e. brandy-coffees.

10.02 Other prohibited items include:

- weapons, anything that can be interpreted as a weapon
- explosives of any sort
- tobacco products
- glass objects or anything contained in glass
- tin foil barbecues or charcoal
- sky lanterns
- lasers or laser pens
- herbal or illegal substances under the Psychoactive Substances Act 2016 (including NOS canisters and related paraphernalia)

Any trader found offering prohibited items will have the items removed. You may be asked to cease trading, or to leave which could result in being prohibited from trading at any Victorious Festivals Ltd events in future years.

Health and Safety

11.01 Traders are expected to comply with work practices outlined within the Health & Safety at Work Act 1974. Catering traders are expected to comply with legal food safety requirements as found in The General Food Regulations 2004, The Food Hygiene (England) Regulations 2006, and Regulations (EC) 178/2002 and 852/2004. Food traders must comply with legislation on food allergen labelling.

11.02 Catering traders are required to supply details of the local authority where they are registered with and a copy of your 'Scores on The Doors' Star Rating.

Please be aware that it is essential that **your registration MUST include 'Outdoor Catering' or 'Mobile Catering'**. You will need to speak to your local authority if you are only registered as a food business at a premises in order to gain this extra registration.

It would help if you submit your letter or inspection or registration from the local authority. We will be calling these local authorities to verify your status with them. You must have at least 4 stars for hygiene. No food trade pitch will be fully confirmed without registration details.

Victorious Festival and Portsmouth City Council will be checking with your local authority.

11.03 Catering traders must comply with the guidance laid out by Portsmouth City Council's Environmental Health Officer and on-site Health & Safety team.

11.04 If you do not regularly trade as a mobile catering unit, you will be given advice on methods to maintain food safety whilst working outdoors as there are many variations to static, indoor catering. Information on this advice meeting will be provided if your application is successful and your pitch is fully confirmed.

11.05 You are required to have a fully stocked first aid box, and you are responsible for supplying first aid for your staff. You are also required to keep an accident book. A festival first aid

station and welfare tent will be on-site during event opening hours. Catering traders must have blue plasters for any minor cuts / injuries.

Non-compliance

- 12.01 Victorious Festival and their designated employees reserve the right to remove any trader from the festival site who does not comply with the obligations outlined within this document.
- 12.02 You will not be permitted to operate your stall if you do not satisfy the licensing requirements of the Local Authority. Neither Victorious Festival, nor its designated employees, can accept any responsibility or liability if this situation occurs.
- 12.03 *Sub-contracting* stalls or a part of stalls, by traders is not permitted.
- 12.04 You agree to abide by the above clauses of 1.0 – 12.03 and indemnify Victorious Festival and their designated employees against any claim, loss or liability arising from a breach of the above clauses / regulations.

EVENT TERMS AND CONDITIONS

Please read thoroughly

1 INTERPRETATION

1.1 The definitions and rules of interpretation in this clause apply in this agreement. VF: Victorious Festival Limited is a company registered in England under number 8775686 whose registered office is at 12 Fratton Road, Portsmouth, Hampshire, PO1 5BX;

Victorious Festivals Ltd (VF)

Charges: the sums payable for the Space and the attendance at the Event including any sums payable for services supplied by the Stallholder to VF prior to, during or after the Event;

Commercial Rights: any and all rights of a commercial nature connected with the Event whether owned by VF including without limitation, image rights, broadcasting rights, new media rights, endorsement and official supplier rights, sponsorship rights, merchandising rights, licensing rights, advertising rights and hospitality rights; **Deposit:** the sum specified in the Schedule;

1.2 Event: the event organised or managed by VF which the Stallholder wishes to attend;

Event Equipment: all booths, huts, stalls, tents, buildings, other constructions, materials, stores, equipment, plant or machinery belonging to, or under the control of, VF that are made available to the Stallholder to be used in connection with the Event;

Event Marks: the logos, marks and trade marks used in promotion, advertising and marketing of the Event, together with any associated artwork, design, slogan, text and other collateral marketing signs of VF that are to be used in connection with the Event Marks;

Event Site: means that part of Southsea Seafront, Portsmouth and such parts where the Event is to take place.

Stallholder Rules: the rules, regulations and requirements lay down by VF Relating to the Event and the use of the Space and attendance at the Event Site by the Stallholder;

Force Majeure Event: any event affecting the performance of any provision of this agreement arising from or attributable to acts, events, omissions, or accidents which are beyond the reasonable control of a party including any

abnormally inclement weather, flood, lightning, storm, fire, explosion, earthquake, subsidence, structural damage, epidemic or other natural physical disaster, transport, disruptions, failure or shortage of power supplies, war, military operations, riot, crowd disorder, strike, lock-outs or other industrial action, terrorist action, civil commotion and any legislation, regulations, ruling or omission of any relevant government, court, competent national authority or governing body; Holding company and subsidiary: a “holding company” and “subsidiary” as defined in section 1159 of the Companies Act 2006 and a company shall be treated, for the purposes only of the membership requirement contained in subsections 1159(1)(b) and (c), as a member of another company even if its shares in that other company are registered in the name of (a) another person (or its nominee), whether by way of security or in connection with the taking of security, or (b) its nominee;

Space/Stall: that part of the Event Site allocated to the Stallholder by VF for use during the Event;

Stallholder: the person named on the Schedule;

Stand/Stall/Space: the table, booth, chalet, stall, tent, building, or other construction provided by

VF or Stallholder for use by the Stallholder during the Event;
Trade Name: the name to be used for the Stallholder set out in the Schedule;

VAT: value added tax chargeable under English law for the time being and any similar additional tax;

1.2 Clause headings shall not affect the interpretation of this agreement.

1.3 The Application Form is part of this agreement.

1.4 A reference to a company shall include any company, corporation or other body corporate, wherever and however incorporated or established.

1.5 A reference to a statute or statutory provision is a reference to it as it is in force for the time being, taking account of any amendment, extension or reenactment and includes any subordinate legislation for the time being in force made under it.

1.6 A reference to writing or written includes e-mail.

1.7 Any obligation in this agreement on a person not to do something includes an obligation not to agree or allow that thing to be done.

2 GRANT OF RIGHTS AND RESERVATIONS

2.1 If the Stallholder's application for space is accepted VF will notify the Stallholder and will grant and the Stallholder will accept the right to take part in the Event, using the Space in accordance with the terms and conditions set out in this agreement.

2.2 VF may grant or refuse any application for space and allocate space in its absolute discretion. VF may cancel any Space or part of any Space at any time, including during the Event, where the Stallholder is in breach of the terms of this agreement in any way.

2.3 Subject to the Stallholder having paid all sums due to VF in full, and subject to availability, VF will allocate a Space to the Stallholder, and, where reasonably practicable, expedient and commercially feasible for VF, allocate a Space according to the Stallholder's notified preferences. VF reserves the right in its absolute discretion to alter the Space allocated at any time up to the commencement of the Event and during the Event.

2.4 The Stallholder acknowledges that VF reserves the right to expel any person from the Event

Site where VF in its absolute discretion believes that their conduct or presence may be prejudicial to the operation of the Event, or the enjoyment of the Event by other Stallholders or visitors.

3 CANCELLATIONS BY STALLHOLDER

3.1 The Stallholder may cancel the application for a Space at any time prior to the Event. The Stallholder acknowledges that on receipt of an application for a Space VF will incur costs for the provision of facilities. VF agrees, in its absolute discretion, that where cancellation is notified to VF more than 30 days prior to the Event it will refund the Charges after deducting all costs incurred to third parties and an allowance for administration fees. The Stallholder acknowledges that VF will plan an Event based on applications for space and that it may not be possible to re-sell the Space if the Stallholder cancels. The Stallholder agrees that no part of the Charges will be refunded if cancellation is notified in writing to VF less than 30 days before the Event. For the purpose of this clause the day that notice is given and the day of the Event shall be excluded when calculating the number of days.

4 OBLIGATIONS OF THE STALLHOLDER

4.1 The Stallholder warrants and represents to VF:

4.1.1 that the information supplied on the Application Form is true and accurate;

4.1.2 that all persons working on the Space are lawfully entitled to work for the Stallholder in England and, where the person is not a UK citizen, have all visas, permits or other authorisations required.

4.2 The Stallholder agrees to pay the Deposit at the time of making application for a Space, and to pay the balance of the Charges on or before the date specified by VF.

4.3 The Stallholder undertakes to VF:

4.3.1 To comply with the Stallholder Rules

4.3.2 to ensure that all stock, equipment, goods, chattels or material of any sort belonging to, or being used by, the Stallholder is kept within the Space at all times unless otherwise agreed by VF (and any such permission given may be revoked at any time);

4.3.3 To attend the Event and use the Space strictly in accordance with the terms of this agreement and to be responsible for any damage caused by the Stallholder or its employees, agents or contractors to the Space, the

Event Site or VF's Equipment;

4.3.4 To co-operate with and obey instructions or directions given by event staff and Security Staff, in pursuance of their duties at the Event Site and to consent to such persons searching any vehicles, containers, equipment, workbags and other chattels owned by the Stallholder, its employees, agents or sub-Contractors whilst the chattels are on, or as a condition of access to, the Event Site.

4.3.5 To use the Event Marks and other branding materials provided by VF in accordance with any guidelines issued by VF;

4.3.6 To apply any legal notices as required by VF or as set out in the Stallholder Rules;

4.3.7 To ensure that all materials and products stocked, stored, used, promoted, published, distributed or sold by the Stallholder shall be safe and fit for their intended use and shall comply with all relevant statutes, regulations, directives and codes in force;

4.3.8 Not to apply for registration of any part of the Event Marks or anything

confusingly similar to the Event Marks as a trade mark for any goods or services;

4.3.9 Not to use the Event Marks or any part of them or anything confusingly similar to them in its trading or corporate name or otherwise, except as authorised under this agreement;

4.3.10 Not to use or exploit any of the Commercial Rights of the Event in any way or do or permit anything to be done which might adversely affect any of the Commercial Rights of VF or the value of the Commercial Rights;

4.3.11 Not to act in a way that is offensive, obscene or derogatory in nature or defamatory of any third party.

4.4 The Stallholder has no right to sub-license, assign, sub-contract or otherwise share the rights granted under clause 2.1, without VF's prior written consent.

4.5 The Stallholder acknowledges that VF has the rights to the Event and the Event Marks subject to the rights of PCC and agrees that the Stallholder has no right, title or interest in them except to the extent permitted by this agreement.

5 ANTI-BRIBERY

5.1 The Stallholder agrees that it shall comply with all applicable

laws, statutes, regulations and codes relating to anti-bribery and anticorruption including but not limited to the Bribery Act 2010 (Relevant Requirements) and maintain in place throughout the term of this agreement its own policies and procedures, including but not limited to adequate procedures under the Bribery Act 2010, to ensure compliance.

6 LIMITATION OF LIABILITY AND INDEMNITIES

6.1 The Stallholder undertakes to indemnify VF against all liabilities, claims, demands, actions, costs, damages or loss arising out of any breach of any of the terms of this agreement by the Stallholder.

6.2 The Stallholder shall further indemnify and keep indemnified VF from and against all claims, damages, losses, costs (including all reasonable legal costs), expenses, demands or liabilities resulting from any claim by any third party (including, without limitation, any governmental authority), resulting from or arising out of the consumption or use of any products sold or supplied by the Stallholder.

6.3 Nothing in this agreement shall exclude or restrict either party's liability for death or personal injury resulting from the negligence of that party or its employees while acting in the course of their employment.

6.4 Subject to clause 6.3, under no circumstances shall VF be liable to the Stallholder for any of the following, whether in contract, tort (including negligence) or otherwise:

6.4.1 any indirect or consequential losses;

6.4.2 loss of revenue or anticipated revenue;

6.4.3 loss of savings or anticipated savings;

6.4.4 loss of business opportunity;

6.4.5 loss of profits or anticipated profits; or

6.4.6 loss of wasted expenditure.

6.5 VF's maximum aggregate liability in contract, tort (including negligence) or otherwise, however arising, out of or in connection with the performance of VF's obligations under this agreement shall be limited to a sum equal to the Charges paid to VF by the Stallholder shall have no liability to the Stallholder.

7 TERMINATION

7.1 Without prejudice to any rights that have accrued under this agreement or any

of its rights or remedies, VF may terminate this agreement with immediate effect at any time by giving written notice to the Stallholder if:

7.1.1 The Stallholder fails to pay any amount due under this agreement on the due date for payment and remains in default after being notified in writing to make payment;

7.1.2 The Stallholder commits a material breach of any term of this agreement (other than failure to pay any amounts due under this agreement) and (if that breach is remediable) fails to remedy that breach within the period specified by VF after being notified in writing to do so;

7.1.3 The Stallholder repeatedly breaches any of the terms of this agreement in a manner that reasonably justifies the opinion that its conduct is inconsistent with it having the intention or ability to give effect to the terms of this agreement;

7.1.4 VF's right to hold the Event is terminated by PCC.

7.2 Either party may terminate this agreement with immediate effect at any time by giving written notice to the other party if:

7.2.1 The other party suspends, or threatens to suspend, payment of

its debts or is unable to pay its debts as they fall due or admits inability to pay its debts or (being a company or limited liability partnership) is deemed unable to pay its debts within the meaning of section 123 of the Insolvency Act 1986 or (being an individual) is deemed either unable to pay its debts or as having no reasonable prospect of so doing, in either case, within the meaning of section 268 of the Insolvency Act 1986 or (being a partnership or limited liability partnership) has any partner or member to whom any of the foregoing apply;

7.2.2 A petition is filed, a notice is given, a resolution is passed, or an order is made, for or in connection with the winding up of that other party (being a company or limited liability partnership) other than for the sole purpose of a scheme for a solvent amalgamation of that other party with one or more other companies or the solvent reconstruction of that other party.

7.2.3 An application is made to court, or an order is made, for the appointment of an administrator, or if a notice of intention to appoint an administrator is given or if an administrator is appointed, over the other party (being a company or limited liability partnership);

7.2.4 The holder of a qualifying

floating charge over the assets of that other party (being a company or limited liability partnership) has become entitled to appoint or has appointed an administrative receiver;

7.2.5 A person becomes entitled to appoint a receiver over the assets of the other party or a receiver is appointed over the assets of the other party;

7.2.6 A creditor or encumbrancer of the other party attaches or takes possession of, or a distress, execution, sequestration or other similar process is levied or enforced or sued against, the whole or any part of the other party's assets and that attachment or process is not discharged within ten days;

7.2.7 The other party (being an individual) is the subject of a bankruptcy petition or order;

7.2.8 Any event occurs, or proceeding is taken, with respect to the other party in any jurisdiction to which it is subject that has an effect equivalent or similar to any of the events mentioned in clauses 7.2.6- clause 7.2.7(inclusive);

7.2.9 The other party

suspends or ceases, or threatens to suspend or cease, to carry on all or a substantial part of its business;

7.2.10 The other party (being an individual), dies or, by reason of illness or incapacity (whether mental or physical), is incapable of managing his own affairs or becomes a patient under any mental health legislation.

8 CONSEQUENCES OF TERMINATION

8.1 Following termination of this agreement for whatever reason:

8.1.1 The Stallholder shall immediately vacate the Space and remove all items belonging to the Stallholder causing as little disturbance as possible to the Event, VF, other Stallholders or attendees;

8.1.2 Each party shall promptly return to the other any property (including any and all of VF's Equipment) of the other within its possession or control;

8.1.3 Each party shall pay to the other any sums that are outstanding and to be accounted for under this agreement;

8.1.4 Clauses which expressly or by implication have effect after termination shall continue in full force and effect.

9 FORCE MAJEURE AND EVENT

CANCELLATION

9.1 Any party that is subject to a Force Majeure Event shall not be in breach of this agreement and shall be excused from performance under this agreement while and to the extent they are unable to perform due to any Force Majeure Event, provided that:

9.1.1 It promptly notifies the other party in writing of the nature and extent of the Force Majeure Event causing its failure or delay in performance;

9.1.2 It could not have avoided the effect of the Force Majeure Event by taking precautions which, having regard to all the matters known to it before the Force Majeure Event, it ought reasonably to have taken, but did not; and

9.1.3 it has used all reasonable endeavors to mitigate the effect of the Force Majeure Event, to carry out its obligations under this agreement in any way that is reasonably practicable and to resume the performance of its obligations as soon as reasonably possible.

9.2 If the circumstance of a Force Majeure Event continues after the Event, the party not affected by the Force Majeure Event shall have the right to terminate this agreement upon written notice to

the other. This termination shall be without prejudice to the rights of the parties in respect of any breach of this agreement occurring before termination.

9.4 If the Event is cancelled or abandoned for any reason (including, without limitation, by reason of a Force Majeure Event or under circumstances referred to in clause 9.3) VF shall notify the Stallholder of the cancellation as soon as possible. The parties agree that:

9.4.1 VF shall not be in breach of this agreement by virtue of that cancellation or abandonment;

9.4.2 (Without prejudice to their rights and liabilities arising before this cancellation) the parties shall, in respect of the period following VF's notice, thereafter be relieved of their rights and obligations under this agreement in respect of the event.

10 VALUE ADDED TAX

10.1 All sums payable under this agreement are exclusive of any VAT that may be payable and VAT will be added to the invoice.

11 USE OF DATA

11.1 The Stallholder agrees to VF holding information on the Stallholder for the purposes of the Event, and to notify the Stallholder of future events.

11.2 The Stallholder agrees to VF releasing the name and business address of the Stallholder to any person complaining about any service or products supplied by a Stallholder.

12 LATE PAYMENT INTEREST

12.1 If the Stallholder does not pay any amount payable under this agreement by its due date, the Stallholder shall pay to interest on the outstanding amount at a rate of 5% a year above the Bank of England base rate from time to time from the due date for payment until the date on which VF actually receives the outstanding amount. The payment of the interest will be in addition to, and not in substitution for, any other remedies available in respect of the non-payment.

13 NO PARTNERSHIP OR AGENCY

13.1 Nothing in this agreement is intended to, or shall be deemed to, establish any partnership or joint venture between any of the parties, constitute any party the agent of another party, nor authorise any party to make or enter into any commitments for or on behalf of any other party.

14 THIRD PARTIES

14.1 Save as set out in clause

14.2, this Agreement is not intended to, and does not give any person who is not a party to it any right to enforce any of its provisions under the Contracts (Rights of Third Parties) Act 1999.

14.2 VF shall be entitled to enforce those provisions of this Agreement intended to benefit VF.

15 VARIATIONS

15.1 No variation of this agreement shall be effective unless it is in writing and signed by each of the parties (or their authorised representatives).

16 WAIVER

16.1 No failure or delay by a party to exercise any right or remedy provided under this agreement or by law shall constitute a waiver of that or any other right or remedy, nor shall it preclude or restrict the further exercise of that or any other right or remedy. No single or partial exercise of a right or remedy shall preclude or restrict the further exercise of that or any other right or remedy.

17 SEVERANCE

17.1 If any court or competent authority finds that any provision of this agreement (or part of any

provision) is invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of this agreement shall not be affected.

17.2 If any invalid, unenforceable or illegal provision of this agreement would be valid, enforceable and legal if some part of it were deleted, the provision shall apply with the minimum modification necessary to make it legal, valid and enforceable.

18 ENTIRE AGREEMENT

18.1 This agreement constitutes the entire agreement between the parties and supersedes and extinguishes all previous drafts, agreements, arrangements and understandings between them, whether written or oral, relating to its subject matter.

18.2 Each party agrees that it shall have no remedies in respect of any representation or warranty (whether made innocently or negligently) that is not set out in this agreement. No party shall have any claim for innocent

or negligent misrepresentation based upon any statement in this agreement.

19 NOTICES

19.1 Any notice or other communication required to be given to a party under or in connection with this contract shall be in writing and shall be delivered by hand or sent by pre-paid first-class post or other next working day delivery service at its registered office (if a company) or (in any other case) its principal place of business, or sent by fax to the other party's main fax number.

19.2 Any notice or communication shall be deemed to have been received if delivered by hand, on signature of a delivery receipt or at the time the notice is left at the proper address.

19.3 This clause does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution. For the purposes of this clause, "writing" shall not include e-mail.

20 GOVERNING LAW AND JURISDICTION

20.1 This agreement and any dispute or claim arising out of or in connection with it or its subject

matter (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.

20.2 The parties irrevocably agree that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this agreement or its subject matter or formation (including non-contractual disputes or claims).

21 DISCLAIMER

21.1 The information contained within these Terms and Conditions may be subjected to change.

