

PETERSFIELD ECO-FAIR STALLHOLDER'S TERMS AND CONDITIONS



BOOKINGS AND FEES

Booking forms must be completed and submitted online by **30th April 2026**. Completion of the on-line Application Form is not an automatic confirmed booking.

We will confirm all successful applications with an electronic invoice and bookings will then be confirmed once we are in possession of your payment, Public Liability Insurance, Stall Risk Assessment, Food Hygiene Certificate (for catering stalls) and Gas Safety Certificate (if applicable).

By paying your invoice AND clicking 'Yes' when asked if you have read the Terms and Conditions, you agree to abide by the Terms and Conditions as a condition of allotment of stand space and authorise this booking on behalf of the Company. The organisers reserve the right to refuse any application at their discretion. You additionally agree to abide by the Eco Fair Sustainability Charter and

Payment must be made in full by **31st May 2026**. However, do not delay your booking too long, as pitches are popular and there is a restriction on the overall number of pitches.

STANDS AND PITCHES

You will be allocated a specific 3m x 3m space. Please ensure that your stand does not extend beyond the boundaries of your allocated space. If you require additional space or require side access to the stand please let us know in plenty of time.

We want the event to have lots to see, lots to hear and lots to do, so we encourage stalls to be as interactive and engaging as possible.

All gazebos and displays on the site must be fit for purpose and erected safely on site. Please bring adequate weights and pegs to secure your gazebo for any weather conditions. The organisers will ask you to take equipment down if it is unsafe before or during the event.

If you are unable to provide a gazebo, you may hire one from us at the following price:

3m x 3m Gazebo - £70

Table - £15

The event is taking place on Petersfield Heath, so the ground is likely to be uneven. Please bear that in mind for your activities.

The charges for pitches are:

- Charity/community group - £15
- Retail/commercial - £70
- Caterer – 10% of takings (a £50 deposit is required to secure your pitch)

GOODS SOLD

Goods sold must be those described on the booking forms. If there are any changes to your goods please let us know in advance. This is an Eco-Fair therefore we will prioritise goods and services that are sustainable, locally sourced and ethically produced.



TRADING STANDARDS AND HEALTH AND SAFETY

Stallholders must be aware of and comply with any relevant trading standards, licensing and other requirements and legislation. All stallholders must provide a copy of a risk assessment for the event before attending, taking into account the uneven ground of the Heath. Hygiene certificates must be submitted to the organisers in advance by anyone selling food, along with Gas Safety Certificates for any gas appliances. All stands and catering units must be maintained in a clean, tidy and hygienic condition throughout the event. Regular monitoring must be carried out by the stallholder to ensure no hazards arise.

VEHICLES

There are no vehicle movements on the public areas while the event is open to the public. Approved vehicles will be issued with passes in advance. Details of vehicle access for set up and set down will be sent nearer the event time. We will aim to minimise disruption to the Heath.

FIRE PREVENTION

No generators, petrol or other flammable substances are to be brought to the event without the written consent of the event organisers.

ELECTRICITY

No electricity is supplied to traders, caterers etc. except by special arrangement with the event organisers.

ANIMALS

Contact the organisers well in advance if you wish to bring animals, birds, fish, reptiles or insects to the show. All care must be taken to ensure the health and wellbeing of living creatures.

WASTE

All stallholders should minimise the waste produced in association with their stall. Food containers, cups and packaging should be recyclable and/or compostable where possible. We will encourage attendees to bring their own cups, plates and cutlery.

CLAIMS, INDEMNITY AND INSURANCE

Each stallholder shall indemnify the organisers fully against all liabilities, damage, actions, costs, claims, demands or proceedings whatsoever, and compensations for injury or loss to any persons, or damages, whether in contract or tort (including negligence) or otherwise, arising in connection with this agreement, or caused by a breach of these terms and conditions, or as a result of his/her involvement in the event. Each stallholder must adequately insure to cover all his/her liabilities. The organisers are not liable for any theft, loss or damage to persons or property which the stallholder, their agents or staff may cause or sustain from any cause whatsoever, except for death or personal injury caused by the organisers' negligence or any matter for which it would be unlawful to exclude or restrict liability.



CANCELLATION, ABANDONMENT AND LIMITATION

In the event of cancellation, abandonment, postponement or limitation of the event for any reason, there will be no claim against the organisers, or Petersfield Town Council. The organisers reserve the right to transfer the event to another venue and/or date. The organisers or Petersfield Town Council cannot be held responsible for any loss of earnings or expenses incurred by the stallholder as the result of cancellation, abandonment, limitation, or transfer of the event, the failure of electricity supply, inclement weather, incorrect or non-appearance of advertisements, removal of directional signs or any other factor.

Petersfield Town Council or Petersfield Climate Action Network accept no liability for any costs or expenses incurred by the stallholder in any such case and there will be no refund of any fees paid.

STAND AND PITCHES CANCELLATION

Cancellation of stands or pitches must be received in writing (via email) in advance of the event. The following cancellation charges apply:

- 28 days notice or more – 75% refunded
- 27 days notice or fewer, or no-show - no refund

NON-COMPLIANCE

The organisers reserve the right to reject or cancel bookings for this and other events from any stallholder failing to comply with any of the aforementioned conditions or with any reasonable request made by the organisers or their staff, either verbally or in writing. The stallholder may also be asked to leave the showground immediately. In this situation there will be no claim against the organisers.

GENERAL TERMS

The Booking Form including these Terms & Conditions contain the entire understanding and agreement between the parties and supersedes all prior representations, documents, negotiations or understandings. Nothing in the agreement shall be taken to confer any benefit on any person who is not a party to it and the Contracts (Rights of Third Parties) Act 1999 does not apply. Each party undertakes to comply with its legal obligations regarding the processing, use, sharing, transfer of personal data and any personal data breach under the applicable Data Protection legislation. If any dispute arises in connection with the agreement, the parties shall in the first instance, use their reasonable endeavours to resolve it amicably between themselves. This agreement shall be governed by and construed in accordance with the Laws of England and the parties submit to the exclusive jurisdiction of the English Courts.