



MUSWELL HILL CREATIVES FAIRS – STALLHOLDER TERMS & CONDITIONS

- Stall fee must be paid by the deadline given upon receipt of invoice from Muswell Hill Creatives. No applicants will be permitted to take part in the Fair if stall fee is not paid on time.
- Muswell Hill Creatives (MHC) reserves the right to reject any application at its sole discretion.
- Priority is given to those living/working in Muswell Hill/Haringey subject to quality of work and no conflict with Muswell Hill Creatives members trading on the day.
- You are required to accept the stall location that you are allocated by MHC.
- MHC reserves the right to reject any application if too many stallholders apply to sell products of a similar nature.
- Each stallholder is responsible for bringing suitable table coverings, props, branding and chair.
- Each stallholder is responsible for safely securing and protecting their stock and display against the weather.
- Every effort should be made to ensure that stalls are attractive and inviting to the public and that you provide battery operated lighting should the weather/time of year require it.
- Stallholders may only sell goods described on their application form.
- Muswell Hill Creatives will publicise the Fair and stallholders on its website, social media and via newsletters. All stallholders are asked to actively publicise the event on their own website, social media/newsletter accounts.

POSTPONEMENT/CANCELLATION

- If you cancel your stall 7 days before the Fair, the organiser will seek to find a replacement stallholder and will refund you in full.

If no replacement stallholder can be found, a 10% admin fee will be retained and the remainder of the fee refunded to you.

- If you cancel your stall less than 7 days before the Fair, a 30% admin fee will be retained and the remainder of the fee refunded to you.
- No refund will be given if you cancel within 48 hours of the Fair or do not attend on the Day.

- In the event of adverse weather forecast for the day of the Fair, MHC may decide to postpone to an alternative date. Should traders be unable to trade on the new date, a 10% admin fee will be retained to cover advance costs.
- Should the event be cancelled entirely for any reason, MHC would retain a 30% handling fee to cover advance costs.

STALL SET UP/SET DOWN

Stallholders are asked not to arrive for set up NO EARLIER THAN 9AM (unless by prior arrangement).

Stalls must be set up and be ready for trading NO LATER than 10.30am on the trading date.

Stalls must be manned at all times during the trading hours advertised.

Vehicles, heavy goods or generators are **STRICTLY NOT PERMITTED** on the paved area at any time.

Stall holders are responsible for unloading and loading their stock. Advice on parking and access will be provided nearer the time.

Please do not set down your stall ahead of the allocated trading end time unless informed you are able to do so by MHC.

OTHER

No power supply is provided

Muswell Hill Creatives shall not be responsible for any loss or damages to merchandise or personal property, nor any injury to any person caused by the activities of the Fair, the weather or any other reason or cause. Money and valuables should be kept out of sight and secured.

Please respect the Square. Stallholders must keep their stalls and surrounding areas clean and tidy, putting all rubbish in nearby rubbish bins.

HARINGEY COUNCIL TRADERS' LICENCE & PUBLIC LIABILITY

If accepted, you will need to complete a Haringey Council Temporary Street Traders Licence form and send it with a copy of your up to date public liability insurance certificate (containing the valid from/to dates, your name and amount insured) to Rachael Booth-Clibborn.

If you have not traded with Haringey Council before, a headshot (passport style photo) must be sent to Rachael Booth-Clibborn at Muswell Hill Creatives on info@muswellhillcreatives.com (or uploaded with the application form).

RBC: 26/4/2023

Muswell Hill Creatives. Email: [Info@muswellhillcreatives.com](mailto:info@muswellhillcreatives.com)