



Market Traders Pack

Fox Fest

Thank you for your interest in participating as a trader at Fox Fest.

Enclosed, you will find comprehensive details about Fox Fest, including the market trader rules and terms & conditions for traders. Kindly be aware that upon submitting a fully filled application form, you are considered to have reviewed and agreed to comply with the Trader terms and conditions.

Any details provided in this package are subject to modification. Any updates or information that could impact your trading with us will be promptly communicated to traders upon successful application.





Fox Fest Overview

Fox Fest is a two-day, music and vintage clothing festival crafted for family-friendly enjoyment, welcoming up to 5000 festival-goers and staff. The event is brimming with excitement, featuring performances by signed and local artists, a DJ dance tent, silent disco, vintage clothing stalls, arts and crafts, and much more. Situated in the picturesque heart of the Peak District at Kenslow Farm in Bakewell, the festival is set to kick off from the 12th to the 14th of July.

We are looking for attractive stalls that provide high-quality food, vintage clothing and craft stalls.

Please attach images of your products/stalls to support your application.

In selecting all types of traders, we will ensure there is no competition or overlap in the types of products being sold by different stalls.



Trading Area

The standard pitch will consist of a 3x6 metre outdoor space, however, please provide your pitch size on the application form (include tow bars, guy ropes, etc., in your sizing if applicable). We do not supply any furniture or gazebos. Every individual trader is responsible for their own equipment, including bringing their own stall, trailer, or vehicle.

Not all pitch allocations will include parking behind the stall. In the event that this is offered to you, please note that you will not have the ability to relocate your vehicle for the duration of the event.

Given that it is an outdoor event, we require your equipment to be robust and weatherproof. If you choose to use a gazebo, it must be securely anchored to the ground using U pegs or ribbed pegs.

All electrical needs will be met through Fox Fest's generators exclusively. Private generators are strictly prohibited, and if found, they will be removed at the trader's expense.

The layout of the pitches will be thoughtfully assigned to ensure adequate space for both the public and traders. On the day of the event, pitch allocations cannot be altered.

Trading Hours

Fox Fest will be open to the public from Friday 10:00 (GMT).

Trading hours will be available between the set times below;

Friday 10:00 - 00:30 (GMT)

Saturday 10:00 - 00:30 (GMT)

Some traders may wish to close earlier than the time specified.

Traders will have access to set up from Thursday 11th July, 12:00. Traders are welcome to camp over on Thursday night.



Pitch Prices and Electric

Following a successful assessment, the approved applicants will be informed of the pitch prices. Upon your acceptance of the offered price total, an invoice will be sent to you.

It's important to be aware that we mandate a 72-hour notice of acceptance, and the initial payment must be settled within 7 days of receiving the invoice.

All traders' pitches will come with an optional standard 16A or 32A supply if needed. Please note that private generators are strictly prohibited, so please ensure to indicate if you require electricity.

Please download the [Electrical Equipment Survey Form](#) to include in your application form. It's important to specify the equipment you use that requires electricity so we can determine an efficient supply for your stall.

Should you need extra space, please indicate this on the application form. Ensure accurate measurements, as changes cannot be accommodated on the event day. If we can fulfil your space requirements, an additional charge may apply, and the details will be confirmed upon a successful application.

Wi-fi Service

Wi-Fi will be accessible for your stalls and business purposes.

Staff Passes and Parking

The fee for the trader pitch covers admission for up to 2 staff members, granting both you and your staff access during the event. Additional staff members will incur the full cost per festival ticket. Staff names will be requested closer to the event date. One parking pass will be available for you and your staff. If your parking is allocated by your pitch space, you will not have the ability to relocate your vehicle for the duration of the event.



Application and Payment

After thoroughly reviewing this traders' pack, you can proceed to submit your application by visiting our website at www.foxfestival.co.uk/traders and clicking on the link. Ensure that the required images and documents are attached to the form.

Fox Fest organisers will carefully assess completed applications on a case-by-case basis. If your application proves successful, we will promptly notify you via email for confirmation.

Successful applicants are then required to submit all necessary documents, certificates, and licenses via email. Details outlining the specific requirements will be communicated upon the successful completion of your application.

Upon approval, successful applicants must pay a 50% NON-REFUNDABLE deposit within 7 days.

The remaining balance will be invoiced in May 2024.

Failure to settle the remaining balance by the due date grants Fox Fest the authority to cancel without further notice and retain the full deposit.

General Guidelines

The stall holder acknowledges that Fox Fest is not responsible for any losses, injuries, damages, or thefts to themselves or their equipment resulting from activities during the festival.

Fox Fest bears no responsibility for the level of trade experienced by the stall holder during the event.

While Fox Fest maintains public liability insurance, it does not extend coverage to the stallholders own inventory, cash, contents, employee insurance, etc.

Parking in the designated car park is at the owner's sole risk.

Traders are required to wear their wristbands throughout the event.

Traders are obliged to maintain cleanliness and order around their stalls, ensuring the area is free of rubbish. They are also responsible for the proper disposal of their refuse. Failure to do so may result in a clean-up fee of £50.

Traders must adhere to the specified trading hours outlined in the application.

Vehicles in the arena are not permitted to move until the event concludes for the public.

Market Trader Rules

Kindly review and adhere to these rules and guidelines diligently to contribute to a safe and enjoyable event for all. By progressing to the online application and checklist, you affirm that you have read, comprehended, and consent to the terms specified in the Contractor Pack, which includes the Market Trader Rules outlined below.

- Fox Trading & Events Ltd referred to as "the company", "we", "us" or "our" in this Agreement).
- Organisers refers to Fox Trading & Events Ltd and third party contractors associated with organising and running the event.
- "Event" and "Festival" is in reference to Fox Festival.
- When We refer to "you", "your" or "trader" this means You, the person who is named on the application form.
- Reference to "traders" refers to anyone who sells items, merchandise or food and drink.

Insurance

You must maintain and provide us with the following insurance policies:

1. Public Liability Insurance
2. Employee Insurance
3. Comprehensive risk assessment
4. Portable Appliance Testing (PAT) records for all electrical equipment

These must be provided 28 days prior to your arrival on site.

Staff Passes and Parking

A predetermined quantity of festival tickets and complimentary parking passes will be allocated to staff members, as specified above (page 4). As the event approaches, you will be asked to provide staff details. Any extra staff members will incur a discounted cost for festival tickets.

Camping

If you prefer to stay on-site during the event, there is a designated camping area for staff and VIPs. Kindly refrain from setting up campers, caravans, or tents behind your stall.

Security and Losses

Fox Trading & Events will not be held responsible for any of the following:

1. Losses or damages of your equipment, goods, stock or personal belongings
2. Any financial or income loss incurred by you
3. Any damages or loss caused by adverse weather conditions

Traders are responsible for their own property. It is your responsibility to insure your property, stock and vehicles against damages.

Important notice: Details in the trading pack may be subject to change. You will be promptly notified if any modifications occur that could affect your trading with us.

Health and Safety Guidelines

Traders must comply with work practices outlined within the Health & Safety at Work Act 1974.

1. Set-Up and Stall Design

- Ensure your stall is structurally stable and well-anchored to prevent accidents caused by wind or uneven ground.
- Keep all aisles and walkways clear to facilitate smooth movement and prevent tripping hazards.
- Use non-slip mats or flooring to prevent slips and falls, especially if your stall involves cooking or liquids.
- We may need to make necessary changes including re-siting your stall. Should you be asked to safely relocate on site, we will not be held responsible for any damages or loss to your stall, goods, stock and personal belongings.

2. Electrical Safety

- If you are using electrical equipment, make sure it is in good condition, properly grounded, and suitable for outdoor use.
- All electrical equipment must have undergone a portable appliance test (PAT) within 12 months of the event.
- Avoid overloading power sockets and using multiple devices on a single outlet.
- Use of your own generators are prohibited due to the events insurance. If an electric supply is needed, you will be required to use generators provided by us. If you are found to be using your own generator, this will be confiscated.

3. Fire Safety

- If you are cooking or using open flames, have appropriate fire-fighting equipment

(fire extinguisher, fire blanket) on hand and know how to use them.

- Keep flammable materials away from heat sources.
- Familiarise yourself with the event's designated smoking areas and follow them.
- It is your responsibility to ensure your structures/vans are flame retardant.
- A completed fire risk assessment must be supplied prior to the event and be available for an on-site inspection.

4. Food Safety

- If you are selling food, follow all local food safety regulations and guidelines.
- Food traders will be required to provide copies of their Food and Hygiene rating and certification.

5. Emergency Procedures

- Familiarise yourself with the festival's emergency evacuation plan, including exit routes, assembly points, and communication methods.
- Display emergency contact information prominently within your stall.

6. First Aid

- Have a well-stocked first aid kit on hand and ensure at least one member of your team is trained in basic first aid.
- Be prepared to assist in minor medical incidents and know where to locate the nearest medical station.
- Report any incidents to an event organiser so we can keep a record of this.

7. Hydration and Sun Safety

- Stay hydrated by drinking plenty of water throughout the day.
- Protect yourself from the sun by wearing appropriate clothing, hats, and applying sunscreen regularly.

8. Waste Management

- Keep your stall area clean and tidy to prevent waste build-up and the attraction of pests.
- Separate and dispose of waste according to the festival's recycling and waste management policies.
- Ensure you use the correct on-site recycling facilities accordingly.

9. Security

- Secure valuable items and cash to prevent theft.
- Report any suspicious activity to event security or organisers.

10. Compliance

- Adhere to all event regulations, permits, and licenses required for your stall.
- Follow all instructions from event organisers, security personnel, and health and safety officials.

11. Prohibited Items

- Glass or bottles cannot be served from your pitch. We are also working hard to reduce the amount of single use plastic that is used at the festival. Anything you can do to help us meet our ultimate aim, will be gratefully appreciated.
- You cannot supply your own generators or are allowed to bring any onto the event site. Solar/battery lighting is permitted.
- Animals are not allowed (except registered assistant dogs)
- Please keep catering equipment such as knives or scissors within your working area to ensure the safety of others.
- Fox Festival enforces a No Drugs Policy, including the possession, consumption or sale of illegal drugs.