

Artisan Markets Cornwall
www.artisanmarketscornwall.com



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St Ives Artisan Market - Terms & Conditions

Tuesdays & Wednesdays

10am - 4pm

St Ives Guildhall

- Traders may arrive to set up from 8.00am, please unload your vehicle and then move it to a carpark. **You may not leave your vehicle outside while you or others with you set up.** No vehicle may at any time block the road outside the Guildhall. Traders must have all items in the hall by 9.30am and be set-up to trade by 9:45am at the latest.
- You must not park in the Guildhall car park at any time.
- ALL products must be handmade by you, someone in your business or a local artisan (or designed by you for graphic designers), you will be asked to remove any wholly bought in products that do not follow this rule.
- Stalls were allocated by product type and permission must be sought to add other product types to your stall.
- All traders must have public liability insurance of 2 million pounds or higher and will be asked for a copy of their certificate on offer of a place. Any specific paperwork/licencing for your products will also be asked for e.g. skincare, food, alcohol, children's toys etc...
- Trademarked and copyrighted materials will not be allowed and you will be asked to remove them.
- Your stall is not confirmed until we have offered you a place, all paperwork has been received and payment received.
- Payment will be monthly upfront by BACs payment, if attending monthly it will be three monthly.
- Cancellation - if you wish to cancel, 14 days notice is required and your place will need to be filled (by us) to receive a full refund. If we need to cancel your stall it is a full refund unless these terms & conditions are not complied with or if the behaviour of a trader is considered to be antisocial or considered to risk bringing the market into disrepute.
- Electric points are available near all stalls. If you require electricity for a card machine or lights please bring a long extension lead of at least 4m.
- Tables & chairs are provided.
- The Market operates between the hours of 10.00am and 4.00pm each day. Traders are not to dismantle and pack away before the market finishes at 4.00pm.
- If you are trading on Tuesday & Wednesday then you may leave your stall set-up at your own risk, Artisan Markets Cornwall and St Ives Guildhall take no responsibility for any damage or theft of your property.

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- It is the responsibility of all food producers to observe Environmental Hygiene Regulations, you must have an up to date food hygiene certificate and keep accurate records as required by Cornwall Council. Advice is available through Cornwall County Council.
- All traders must follow and comply fully with **current** government Covid regulations including maintaining social distancing, using face masks or shields, and providing hand sanitiser if required by law.
- Advertising will be via social media, posters and banners. In future years also through extra outlets.
- Please let us know if you **do not** wish us to use photos from your social media accounts to promote the markets.
- Pitches must be thoroughly cleaned at the end of each trading day with all rubbish and debris removed by traders.
- All lights must be LED only and all electrical items must be either less than a year old (Proof will be required) or PAT tested. NO HEATERS / AIR COOLERS etc are allowed.

Many thanks,
Sinead, Claire & Pete.