



# Catering Village and Traders' Retreat Information

## **Festival Timings – subject to change**

Campsite: Friday 11<sup>th</sup> August 9am - Monday 14<sup>th</sup> August 12pm

Main Arena: Friday 11<sup>th</sup> August, 12pm – 10pm  
Saturday 12<sup>th</sup> August, 8am – 10pm  
Sunday 13<sup>th</sup> August, 8am – 10pm

Load-In: Thursday 10<sup>th</sup> August 9am – 7pm  
Friday 11<sup>th</sup> August 7am – 10am

Restocking Period: Saturday 12<sup>th</sup> August & Sunday 13<sup>th</sup> August, 6am - 7:30am

Vehicle Curfew: Out-with the Load-in and Restocking Periods

## **Green Credentials**

Fresh Ayr Folk Fest is a signatory to the Green Arts Initiative, one which supports Scottish arts and cultural organisations to reduce their impact on the climate and environment, and to be at the forefront of creating a sustainable future for our sector and beyond. As such we ask that you reduce, reuse and recycle as much of your materials as possible. This includes removing as much single use plastic as possible. Sustainable, eco-conscious traders and vendors will be viewed more favourably.



## Food Caterers' Menu

We ask that you provide a menu that you will be offering and associated prices. We are looking for delicious food that is value for money. Caterers should consider dietary requirements, have vegan options and offer smaller portions for children.

## Power

We will provide 13A within the pitch free of charge – this should only be used for lighting or charging. Should you require more power this should be requested and will be charged in advance. We can offer:

- 16A
- 32A
- 32A 3ph
- 63A

## Pitch Fees (Vat Inclusive)

Type of Vendor/Trader	Fee	Number of Passes
Food Caterer	£255, paid in advance. 15% of turnover (calculated at end of trading).	3
Drinks (Coffee, hot drinks)	£200, paid in advance. 10% of turnover (calculated at end of trading).	2
Market Trader/Exhibitor	£20 per square metre	2
Charities (limited number of pitches available)	Free - awarded to most interactive installations	2
Health & Wellbeing Practitioner	£9 per square metre	1



## **Vehicle Passes**

### **Pitch Vehicle (if required)**

Limited to one support vehicle (car, small van only) on your pitch. This must be included in your overall pitch size, and must remain in position throughout the weekend (except during Restocking Period).

### **Production Car Park**

For restocking vehicles. Limited to a maximum of 2 per pitch and allocated on basis of trading operation. Live-in vehicles must be parked in the public Live-in vehicles area.

### **General Car Park**

All other vehicles to be parked in the general car park.

## **Documentation**

You will be required to have the following documentation in place (where appropriate), and be asked for it in advance of the festival:

- Food Hygiene Information Scheme PASS Certificate
- Food Safety Events Form
- Food Handlers Training Certificates
- Risk Assessments
- Public Liability Insurance
- Gas Safety Certificates
- Electrical Safety Certificates + PAT

Successful applicants will receive an email confirmation with a link to upload documentation and to ask further questions.

The Application will ask Food Caterers for a menu and pricing and all Caterers and Traders for pitch size, photo of structure/trailer and photo of sample product. Please have these ready when applying.



# Terms & Conditions

Fresh Ayr Folk Fest reserves the right to refuse access to traders and food caterers prior to or during the event if your stand, stall or trailer doesn't fit the description given on your application or you contravene any of the Terms and Conditions listed below.

## **Access**

Any space around your pitch must be left clear for fire/access purposes. Skips, recycling areas, generators, toilets and water stands located near your pitch will all require servicing during the event must be left clear. If found to be blocked, all vendors and traders may be asked to cease trading until areas are cleared.

## **Alcohol**

No alcoholic beverages may be sold by food caterers or traders.

## **Camping**

Your trading structure or food trailer must be lockable and/or secure. Whilst we will have overnight security on site overnight, you are not permitted to stay on site after it has closed. There is a trader/crew campsite within which you can pitch tents. No camping will be permitted in the production car park, neither in tents nor in cars nor live-in vehicles. Live-in vehicles are not permitted in any of the trader areas, pitches, car park or camping - they need to be in the public Live-in vehicle area.

## **Cancellation Liability**

The festival will not be held liable for any costs that you have incurred in connection with the festival due to cancellation.

## **Dogs and other animals**

No animals are allowed on the main site other than assistance animals. Other animals are allowed on the camping areas as long as they are on a lead/leash and under control at all times.

## **Fires**

No open fires are allowed.

## **Health And Safety Requirements**

If at any time you fail to meet health and safety requirements you will be asked to leave the site. Your fees will not be refunded and the festival will not be held liable for any costs you have incurred in connection with the event. Failure to produce H&S paperwork within the timelines requested will mean your participation is invalidated and any payments already made will not be refunded.

## **Installations**

Your trading installation must be a catering trailer, marquee, gazebo or table. No trading from domestic camping tents will be permitted. All trading installations must be identified on your application and be cleared by the Site and Security Manager. Your structure will be open to the elements; the festival will not provide cover for your structure. All structures must be deemed suitable by the Site and Security Manager.



## **LPG**

Any LPG brought to the event will have to be stored in line with health and safety regulations. Caterers will be responsible for removing any empty gas canisters.

## **Music**

No amplified music is permitted.

## **On-Site Inspections**

All caterers and traders may be inspected by a member of the Event Management Team and/or South Ayrshire Licensing officials at any time. Anyone not satisfying safety and/or hygiene standards may be asked to leave the festival without a refund and with no cost to the festival.

## **Pitch Size**

On arrival if your pitch is too small for your installation (ie you have underestimated the space you require) the festival will do it's upmost to provide you with more space (at the same cost per square metre as before – does not apply to food vendors). However if there is not enough room the festival will refuse access to you and will not refund any payments.

## **Prohibited Items**

Glass of any kind, body-piercing equipment, generators, lasers, fireworks, weapons or potential weapons, items associated with legal highs.

## **Power**

No generators are allowed on site for your own use. Power if required must be ordered and paid for in advance.

## **Security**

Although there will be security personnel on site, it will be your responsibility to ensure your installation is secure when unstaffed. The festival takes no responsibility for, and has no liability for any expenses on account of, theft, loss or damage to vehicles, goods, cash or possessions.

## **Sub-Contracting**

Sub-contracting is not permitted.

## **Waste Management / Recycling**

All waste must be removed prior to departure. Failure to do so may result in additional charges. Food waste bins will be provided, as will oil waste receptacles, and grey water tanks. Under no circumstance must grey water or any other waste be emptied onto the ground.

## **Water**

Caterers will be able to access water from a central water stand in the Catering Village.

## **Weekend Passes**

Vendors and Traders will be issued with the maximum number of weekend passes associated with the type of installation. These are non-transferable. Vendors and traders' staff without a wristband will not be allowed on site. If additional passes are required these can be purchased as normal.

