

Wolverton Manor Garden Fair Terms & Conditions

1. Public Liability Insurance (PLI) is mandatory. Please complete insurance details on the Risk Assessment Form and enclose a photocopy of your PLI certificate covering the show dates.
2. Health and Safety is of paramount importance, The provided Risk Assessment form must be completed and returned prior to the event for review. Stallholders are responsible for all aspects of current health and safety legislation relevant to their business/craft and are responsible for arranging their own insurance cover in respect of exhibits/contents of stall.
3. Bookings - If full payment is not received by the Invoice due date then the booking will be cancelled. Cancellations notified up to two months prior to the show may receive a refund at the organiser's discretion. There will be no refund for cancellations received after this date, pitch fees already paid will be treated as donations to this Charity fundraising event.

In the event of cancellation due to adverse weather conditions or any other situation beyond our control, no monies will be refunded but will be used by the named charity for use with their continuing efforts to improve the quality of life for older Island residents. We suggest that you take out your own insurance cover for the event if this clause should be of concern.

4. All parts of the stand/stall including guy ropes etc must be contained within the allocated pitch and must not encroach on adjacent pitches.
5. In the interests of public safety, no vehicles will be permitted to move around the site, arrive or leave between 9.30am - 5pm on both days – except with the specific agreement of the organisers.
6. Site Access - The grounds will be available to access from 11am - 7pm the Friday before to set-up. Further access is permitted from 8am on Saturday prior to the fair opening and all vehicles must be removed from the show ground and parked in the public car park by 9.30am. All exhibitors must vacate the site Saturday evening by 6pm (when our security team arrives) but can return the following morning Sunday prior to the fair opening again from 8am for restocking.
7. All on-site access roadways must be kept clear of obstruction at all times, in order to allow access by emergency vehicles.
8. Anyone wishing to sell any consumable food item whether cooked in advance, packaged, cooked on the day or raw, must abide by the necessary food hygiene regulations in force at the time. Inspection by Environmental Health could take place at any time during the show weekend.
9. Prizes/Alcohol etc - Stall holders are reminded to ensure that, if required, they are complying with the requirements of the Licensing Act (2005). IOW Licencing inspections could also take place at any time during the show weekend.
10. Any packaging/rubbish generated must be disposed of in the wheelie-bins provided. Large amounts of rubbish must be placed in the skip located at the side of the Manor.

Additional Information

- Passes - Two exhibitor passes will be provided with the final exhibitor info pack, which will be posted out on the first week of August - Please ensure your postal address provided is up to date.
- Electricity – Electricity is not supplied to the marquees or outside areas. Only in certain agreed locations generators are supplied to catering.
- Fire & First Aid – Fire extinguishers will be available around the site and indicated on the site map. It is the exhibitor's responsibility to make themselves aware of their location. Marquees are regarded as enclosed spaces and are non-smoking areas. In case of emergency, a Fire Marshall and First Aid team will be in attendance on both days.
- Security – Overnight security will be in operation on the Friday and Saturday night. The Wolverton committee will not be held responsible for the safety of any articles brought into the showground by stallholders, their agents or contractors, or members of the public.
- Generators - For those permitted by committee, Low noise diesel generators are preferred and appropriate fire extinguishers must be displayed. These all must be included as a possible hazard on your Risk Assessment form.

The organisers' decision is final on all matters regarding the operation of the show and they reserve the right to refuse any application at their discretion. Anyone not complying with any of the above Terms and Conditions will be asked to leave and will not be allowed to return.
This list is not exhaustive.