

# NIBLEY

*The Friendliest Music Festival!*

*FRIDAY 5<sup>th</sup> and SATURDAY 6<sup>th</sup> JULY 2019*

## **GENERAL INFORMATION AND HEALTH & SAFETY GUIDELINES FOR STALLHOLDERS**

We look forward to your participation in Nibley Music Festival 2019. Please take the time to read through these guidelines and discuss any issues you may have with us prior to the event.

### **Environmental Impact**

Nibley Music festival is looking at how we can minimize its impact on the environment. We would appreciate you considering ways that your stall can help us work towards this, for example paper bags rather than plastic and recycling as much waste as possible.

### **General Information:**

- 1. The closing date for applications is Monday 18<sup>th</sup> February 2019. Offers of pitches will be made after this date but before Monday 25<sup>th</sup> February 2019. All payments must be made by Friday 8<sup>th</sup> March, including payments for additional tickets.**

- 2. Opening Times for traders:**

Friday 5<sup>th</sup> July – Trade times are 5PM onwards however you must be set up by 4PM to allow for health and safety checks.

Saturday 6<sup>th</sup> July – Trade times are 11AM onwards however you must be set up by 10.30AM to allow for health and safety checks (Trade stalls must be open until at least 8PM).

### **Permitted arrival times of traders:**

Thursday 4<sup>th</sup> July: (On request)

Friday 5<sup>th</sup> July: 8 am -2 pm

Saturday 6<sup>th</sup> July: 7 am -9.30 am

We will ask for more details about your arrival much closer to the date.

- 3. If you need vehicular movement on the site during the event this must be agreed in advance and cleared with the festival management before any movement on the day.**
- 4. There will be a separate area available for trader camping.**
- 5. Smoking is prohibited inside any tent or stall.**
- 6. No barbecues are to be brought onto the site.**

7. No alcohol to be brought onto the site.
8. No glass bottles, drinking glasses etc are allowed onto the site.
9. No amplified music except as agreed with the organisers - we have our own!
10. Please keep your stall area free of rubbish and particularly a build up of combustible material. Use the bins and recycling facilities provided. We would appreciate it if you could take home as much of your non-recyclable rubbish as possible.
11. Please provide yourselves with some form of overhead shelter from the weather and all tables etc that you require for your stall (see application form for information on renting a shelter from the festival).
12. Ensure all stalls or structures used are securely fastened and do not present a trip hazard. The festival site can be windy. Stall holders are responsible to ensure that their structure is robust and adequately secured, in case of severe weather, for stability. Stallholders bringing unsuitable structures onto site will be asked to remove the structures or find a way of securing them to the site in a satisfactory way. The festival organisers take public safety very seriously and if the structures are not deemed to be fit for purpose this could result in the stallholder being unable to trade upon the day.
13. The event manager and designated event safety advisor(s) will undertake a brief inspection of all stalls prior to the event commencing.
14. There is a supply of potable water on site.

## Face painting & Henna

1. Details of the contents of the paints/henna must be provided to us before trading begins.

## Insurance:

1. Stallholders must have public liability insurance for at £5million (minimum) and evidence must have been provided when applying. We may also ask for a further copy closer to the date to ensure that the insurance is in date for the festival.

## Security:

1. Keep cash tins out of sight.
2. Security industry authority licensed security personnel are on duty during the event. If you have any security concerns during the event, please contact them or a festival steward.

## Payment:

**PLEASE DO NOT SEND ANY PAYMENT AT THIS STAGE.** If your application is successful, then we will contact you from mid February to March with details of how to pay.

Please note that you are welcome to stay and enjoy the rest of the festival after the stalls close.