



MAURITIUS
— OPEN AIR —
FESTIVAL

2018

The Ninth Annual Mauritius Open Air Festival offers an exciting trading or marketing opportunity for businesses, organisations and charities.

Limited stalls are now available strictly on a "First come, First serve" basis.

Please complete the booking form below and send this back signed together with your full stall amount. This can be done by emailing: info@mauritianopenair.com or by posting the form back to:



Mauritius Open Air Festival 2018
North London Business Park,
215, Building3, Oakleigh Road South,
London
N11 1GN

Please ensure that you keep a copy for your own records.



Kindly note that unless your form clearly states the goods or services that you wish to offer, your application cannot be confirmed.

* A deposit of £100.00 is required in addition to the stall fee. This is to ensure that stall holders keep their stall area clean at all times. At the end of the Festival, stall holders will be responsible to remove all goods and waste from their stall area. Failure to do this will result in the forfeit of the deposit. Stalls will be inspected by the Mauritius Open Air Festival and the relevant authorities at the end of the Festival. If the area is deemed to be in an satisfactory state, the deposit will be returned within 14 days after the event.

If you have any booking queries, please contact us on:

0843 289 4421

WWW.MAURITIUSFESTIVAL.COM



STALL BOOKING FORM



PLEASE USE BLOCK CAPITALS

Return this form together with any relevant certificates & documentation stated in the Booking & Operation Conditions by 15th April 2018 to:

Mauritius Open Air Festival 2018
North London Business Park
Building 3, Oakleigh Road South
London, N11 1GN.

Alternatively, you can email your documents to: **info@mauritianopenair.com**

You must pay your fee directly into our account. This can be done via online banking or directly over the counter in a Barclays Bank branch.

Bank: Barclays Bank PLC
Account Name: Mauritian Open Air Festival Ltd
Sort Code: 20-98-21
Account Number: 53078949

Please quote the reference:
STALL followed by your **SURNAME** in all payments.



No of Stall(s)

- Red Zone £400
- Blue Zone £325
- Yellow Zone £250

*see site map for details
(plus a refundable* £100.00 deposit per stall requested)

PERSONAL DETAILS

Company Name (if applicable)

Full Name

Address

.....

.....

..... Postcode

Landline Mobile

Email.....

PLEASE STATE BELOW THE GOODS/SERVICES OF WHICH YOU INTEND TO OFFER:

.....

.....

.....

* I have read and agree to the Booking & Operating Conditions below:

Signature

Name.....

Dates.....





TRENT PARK - EVENT PLAN



BOOKING & OPERATING CONDITIONS

1. All stall holders will need to provide public liability insurance in order to sell any goods or services. Copies of these documents must be supplied to the Mauritius Open Air Festival when returning this form. Example of an insurance supplier is: <http://www.eventsinsurance.co.uk/pages/one-off-event-insurance/>
2. Stall holders are advised to check that their insurers cover them and their staff against personal injury, public liability and against loss or damages to goods. The Mauritius Open Air Festival will not accept liability arising from any of these circumstances.
3. All stall holders selling food for immediate consumption, must have the following:
 - **A valid certificate for food and hygiene**
 - **All caterers must be registered with their local authority as a event food supplier and be given a "Food Standards Agency" food hygiene rating of 3 and above.**
4. All caterers and non-food stalls, must comply with the requirements of the Food Safety and Hygiene (England) Regulation 2013. Please refer to guidance and checklist below.
5. All electrical equipment must carry PAT/electrical safety certification; this must be available for inspection at the event. As far as practicable, all electrical equipment shall be located so that it cannot be touched by members of the public or unauthorised workers.
6. All traders shall provide a 5kg dry powder fire extinguisher and a light duty fire blanket. Each stall must have an appropriate first aid kit.
7. You will be allocated 5 wristbands which must be carefully worn by yourself and your staff at all times on site. Any broken, incomplete or loose wristband will not be considered valid and will be removed, along with the wearer, by security.
8. There is to be no amplified noise as part of your stall unless specifically agreed with the trading manager on behalf of the festival management/licensing authority.
9. All traders will provide onsite, certification to the effect that any approved LPG installations have been recently inspected by a CORGI registered engineer. All gas piping must be connected using gas crimp connectors and NOT the traditional gas connector ring. An example of where you can purchase this is: www.roofinglines.co.uk
10. The sale of alcohol, tobacco products, weapons, wax flares and bbqs are all banned. Anyone to be found breaching the licensing laws will be removed from site immediately and prosecuted.
11. Anyone found to be using or selling illegal drugs will be immediately shut down, and reported to the authorities.
12. All refuse must be placed in the correct receptacles. Refuse and contaminated liquids must be disposed of responsibly. No LPG bottles and Oil drums are to be left on site.
13. **DELIVERIES MUST BE MADE BETWEEN 8AM AND 10.30AM**, after this time there will be **NO VEHICLE MOVEMENT ON SITE**. The management reserves the right to change these times as necessary. No vehicles will be allowed to remain on site after these times.
14. All marquees, tents or other self-build structures should be of sound construction including all supporting poles, frames, guy ropes and fastenings etc. All guy ropes and fixing stays shall be conspicuously marked to ensure they do not present a trip hazard.
15. You may not sell goods from any area other than your designated pitch, sell goods other than those indicated on your application, or trade outside of the designated trading hours, as this will constitute illegal trading, and you will be closed down.
16. Traders may under no circumstance sub let all or part of their pitch, your signature is a contract between YOU and the event.
17. Each stall is to be responsible for the cleanliness of their pitch, both back and front, including the public area immediately in front of your stall. Litter inspections will be randomly carried out over the course of the day, and if your area is unacceptably littered you may be asked to shut down.
18. Stall holders using gas for heating food, can only use Butane **NOT PROPANE**.
19. Stalls must be cleared of all goods and litter by 9.00pm on Sunday 15th July 2018.
20. A deposit of £100.00 is required in addition to the stall fee. This is to ensure that stall holders keep their stall area clean at all times. At the end of the Festival, stall holders will be responsible to remove all goods and waste from their stall area. Failure to do this will result in the forfeit of the deposit. Stalls will be inspected by the Mauritius Open Air Festival at the end of the Festival. If the area is found to be in a satisfactory state, the deposit will be returned within 14 days after the event.
21. All goods must be confined to the stall area booked. No overflow onto adjacent areas will be allowed. The standard stall size is 3 x 3 meters squared.
22. Stalls must be open and ready to trade by 10.30am on Sunday 15th July 2018.
23. Stall holders will be notified of their stall reference number prior to the event

