

Hebridean Celtic Festival

Catering Terms & Conditions 2020

Accommodation

- Camping is not permitted on the site, except with the express advance agreement of the Site Manager;

Menus

- Caterers must supply the Festival with a full menu in advance with locally acceptable and agreed prices. Items not included on the menu must not be sold;
- Caterers will be expected to feature locally sourced produce on their menus wherever feasible;
- Caterers will be asked to provide meals and snacks for site workers and volunteers at discounted rates;
- The festival may require you to display standardised bilingual point of sale menus.

Electricity

- The festival will provide general site lighting;
- Mains power is provided by the Festival and charged on a sliding scale fee agreed each year. The minimum charge in 2020 will be £100 + VAT for an individual 16A single phase supply;
- A single 16A mains power supply is included in the price of a serviced pitch;
- A comprehensive list of electrical equipment (and maximum power requirements) must be provided in advance;
- Caterers must ensure that their portable equipment is PAT compliant and protected by a suitable earth fault device, e.g. RCB;
- Caterers must not exceed their agreed number of electrical appliances without prior consent from the site manager and any unauthorised use of an appliance will result in additional charges being taken from the cash bond deposited in advance of the festival.

Inspection & Registration

- Local caterers will be expected to be registered as a food business with Comhairle nan Eilean Siar;
- All catering concessions are subject to inspection by Comhairle nan Eilean Siar;
- All staff must have received appropriate food hygiene training.

Insurance

- Each concession **must** have their own Public Liability Insurance for at least £1,000,000;
- A copy of the valid certificate (covering the Festival period) must be provided in advance of the event.

Noise

- No public address equipment, radios, CD players, noisy engines, unsilenced generators or amplified musical instruments are permitted on any catering unit;
- The Festival reserves the right to ban the operation of two-way radio equipment if this is found to interfere with Festival communications.

Opening Times

- Opening times of your unit throughout the event will be in line with the licensing conditions, i.e. approximately

Thursday 16th July 6.30pm – 12.00am

Friday 17th July 1.30pm – 12.00am

Saturday 18th July 1.30pm – 12.00am

Fire Safety

- LPG bottles, whether full or empty, should **not** be stored adjacent to marquees, cooking appliances, or in areas designated for the public;
- The structure, roofing, walls and fittings of your stall / unit must be fully flame retardant (certification required);
- Caterers will be responsible for removing their empty bottles away from their stalls and full bottles that are not in use must be stored securely away from public areas;
- On departure do not leave any LPG bottled on site;
- Each caterer must bring a suitable fire extinguisher(s) with valid inspection and certification certificate(s);

- All staff must be fully instructed on how to operate the firefighting equipment provided.

Security

Overnight security personnel will be provided as a deterrent to theft and vandalism. However, neither the Festival nor the security firm can be held responsible for any loss or damage.

Set up & de-rig

- Access to the festival site is available from 2pm on Wednesday 15th July or earlier by **prior arrangement only**;
- Caterers are responsible for providing their own packing wedges / shims in order to ensure the physical stability of your stall / unit on uneven ground;
- Catering units **must not** be sited or erected prior to consultation with the Site Manager;
- Setting up must be completed by 9am on Thursday 16th July ready for inspection by local environmental health officers;
- Vehicle access is available from 9am – 12noon each day for deliveries.** At all other times, vehicles must be removed from the site. The nearest parking to the site is at Lews Castle College;
- We reserve the right to restrict vehicle access further if ground conditions dictate**;
- Caterers should ensure that have suitable towing-eyes for their respective vehicles in the event of poor ground conditions;
- You **must** notify us in advance of your plans for vacating your pitch, and agree your specific departure arrangements with the Site Manager by Saturday 18th July;
- The site **must** be cleared by 12 noon on Monday 20th July.

Tickets & Permits

- Each pitch is entitled up to a **maximum of 8 staff permits** per day, to be agreed in advance with festival organisers;
- If you require additional permits, these may be purchased from the festival.

Unit Space

- No sub-letting of space is permitted;
- Metal frame structures with overhanging top poles and overhanging goods are not permitted;
- Final layout of stalls will be at the organisers' discretion, and your exact position will be agreed on arrival;
- The festival will provide occasional seating for customers in the vicinity of the catering pitches.

Waste management

- Concessionaires are responsible for the disposal of litter from their units. We will provide bins for recycling of plastic, cans, cardboard, organic, and general (landfill) waste;
- All packaging must be 100% biodegradable and compostable, e.g. cardboard / paper / wood / corn starch, etc., i.e. strictly no polystyrene or plastic, and must be approved by the Festival in advance. **Caterers found to be using non-compliant materials will be required to cease trading until the issue has been resolved**;
- We have a complete ban on single-use plastic**, but soft drinks may be served in cans. Glass bottles are not permitted;
- Waste oil and wastewater must be placed in the appropriate tanks provided. **Do not** pour onto the green;
- On departure your pitch must be cleared of all rubbish and left as you found it;
- An additional charge will be made for non-compliance with the waste management regulations, and this will be taken from the cash bond deposited in advance of the festival.**

Water

- Mains water is available on the Festival site free of charge;
- You will need to provide clean and safe water containers and conform to Local Authority regulations;
- Wastewater must be collected into appropriate containers & removed to official waste disposal points.

The Organisers reserve the right to remove any caterer whose stand does not reach the required standard or does not comply with these or any other terms and conditions.