

Hebridean Celtic Festival

Catering Terms & Conditions 2019

Accommodation

- Camping is not permitted on the site, except with the express advance agreement of the Site Manager;
- Information on accommodation is available from www.hebcelfest.com.

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 2019 will be £100 + VAT for an individual 16A single phase supply;
- A 16A mains power supply is included in the price of a serviced pitch;
- A list of electrical equipment (and maximum power requirements) must be provided in advance;
- Caterers should ensure that their portable equipment is PAT compliant and protected by a suitable earth fault device, e.g. RCB.

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 18th July **6.30pm – 12.00am**

Friday 19th July **1.30pm – 12.00am**

Saturday 20th July **1.30pm – 12.00am**

Safety

- LPG bottles, whether full or empty, should **not** be stored adjacent to marquees, cooking appliances, or in areas designated for the public;
- 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).**

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.

Setting up & taking down

- Access to the festival site is available from 2pm on Wednesday 17th July or earlier by **prior arrangement only**;
- Catering units **must not** be sited or erected prior to consultation with the Site Manager;
- Setting up must be completed by 9am on Thursday 18th 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**;
- 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 20th July;
- The site **must** be cleared by 12 noon on Monday 22nd 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 / cornstarch, 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 waste water 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;
- Waste water 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.