

# Renartgades Indoor and Outdoor Markets

## Terms and Conditions

There is always a warm welcome for new stallholders, and we are happy to give advice as required. Please email [renartgades@gmail.com](mailto:renartgades@gmail.com) for further info.

### Applying for a pitch

Submission of an application does not guarantee you a stall space. Stall spaces will be allocated at the discretion of the event organisers according to the type of product and to ensure an even range throughout the event.

Applicants who are not successful will be added to our waiting list and will be contacted should a space become available. You will be notified of whether or not you have been successful in securing a stall space via email. Unfortunately we cannot give individual feedback for unsuccessful applicants but we will respond to every application - if you haven't heard anything within 3-4 weeks of applying, please do message us as your application may not have come through.

### Payment

If your application is confirmed as successful you will be sent an invoice to pay for your stall which will be confirmation of your pitch. Payment must be paid before the invoice due date otherwise your stall space will be released to another potential stallholder from our waiting list. All bookings are final. The stall fee cannot be transferred to other events. Please see our cancellation policy for full details.

Applications are now split into two parts for the year.

Part One 2025 - April to August (open for bookings from 21 April 2025)

Part Two 2025 - September to December (open for bookings from mid-July 2025)

### Insurance and Licenses

All stallholders must be able to provide the event organiser with a copy of their Public Liability Insurance on the day if required. Stallholders selling food and drink must provide copies of their food hygiene certificate, risk assessment and public liability insurance. If you are a food distributor at our events you must agree to always display allergy information as clearly as possible and direct your customers according to these allergies and ingredients.

If failed to do so sufficiently you are responsible for any effects or reactions your product has caused and may be liable. Please be aware that Temporary Event Notices are required from each stall selling alcohol. Renartgades are in no way responsible for any insufficient labelling of produce.

### Weather

We live in England. England has rubbish weather. You must commit to coming, regardless of the weather forecast! Any fool can be uncomfortable - invest in sides for your gazebo, a good quality coat, a piece of folded cardboard to stand on when it's cold or go all out and treat yourself to a heated gilet! We ALWAYS open the market as long as it is safe to do so.

Please see below for more information about cancellations due to particularly bad weather.

### Pitch Types

We have 2 main pitch sizes

- Standard pitch is 3x3m. You will need to provide a pop-up gazebo, sides, sufficient weights and tables.
- Suitcase pitch (perfect for those starting up) are 1x1m. You will need to provide your own unit/display but a small 80x80cm square table can be hired at the point of booking if needed. (See our blog for great display ideas for these!). These stalls will not be under cover so you will need to consider protecting your work in bad weather - you can be really inventive with this and there are some great solutions out there, please talk to us if you want some ideas.

### Pitch

No tables or gazebos will be provided at Renartgades events. Only pop-up gazebos or event trailers will be allowed at these events. All gazebo pitches must have substantial weights to avoid possible injury to yourself or the public and sides for all weather conditions - we suggest at least 15kg per leg. Renartgades will not take any responsibility for anyone injured. You may be asked to leave if your gazebo is not weighted sufficiently and there is no opportunity to use guide ropes. Stand displays and signage must also be secure. Display boards, rails and stands outside your allocated pitch area are NOT permitted. A standard pitch is approximately 3m x 3m. Any additional space required will be calculated upon request. Pitch spaces must be left exactly as found. All rubbish and waste must be placed in bins and not left on the floor.

Please don't set up without being shown your allocated space as there are precise locations for each pitch that we need to adhere to for health and safety as well as our agreement with the town to host each event.

## Pitch Locations

We're aiming to expand this year and The Newbury Artisan Market can now take place over 5 streets - Northbrook Street, Bridge Street, Mansion House Street, Bartholomew Street and the Marketplace. Individual market plans are produced for every market. The precise location of your pitch will be assigned to you and is emailed out in the week before each market day - we cannot let you know earlier as last minute changes may happen due to cancellations and things outside of our control. Positioning is strictly down to the organiser. Whilst we do our best to accommodate requests from stallholders, no particular pitch space can be guaranteed. All floor plans are subject to change at the request of the organiser. Anyone who does not cooperate with changes may be asked to leave the event without refund.

## Set up and Take Down

Stallholders must arrive no later than 30 minutes before the event opens or you will forfeit your stall - this is not enough time to setup and we expect an increase in pedestrians from this time so need all cars off. The roads are closed to non-market traffic from 6am to 6pm with market trading between 10am and 4pm. Renartgades Staff (identifiable in marked blue hi viz jackets) will supervise the road barrier and will show you where to go. Please follow their instructions to keep everyone safe. We ask that you move your vehicle as soon as you have unloaded. The market is in a pedestrian zone where safe access to the general public and yourselves must be maintained at all times for emergency purposes. Payment car parks are nearby (more info sent out with monthly pitch plans).

Please do not begin to pack up before the close of the market (4pm) as this encourages other stallholders to do the same and the public to think the market is over. Stallholders who try to leave early or who contravene health and safety for our customers by moving stock and fittings before pack up time will not be permitted to trade with us again.

On rare occasions (for example inclement weather) it may become necessary to end the market earlier. This will be a decision made by the head representative of Renartgades on the day and will be communicated via text and word of mouth from them themselves .

## Power

If a generator is required only silent generators are permitted. Any electrical equipment allowed must be PAT tested, safe and wires taped down - this is the stallholders responsibility. Electricity may be available in the marketplace - please make this known in your application form.

## Craft Description

All craft items for sale and displayed on your stall must be made, designed or created by

you. We have an excellent reputation for unique, high-quality products made by artists, makers and crafters. The aim is to support small-scale artists, crafters and makers. Advice is available to clarify any queries.

Items for sale at this event must be as detailed in the application form. We reserve the right to refuse the display of products that we have not been notified, either on the grounds of duplication, plagiarism or poor quality. You are responsible for checking the specific safety requirements that may apply to your products.

No counterfeit items including items that fall under trademark, i.e. items inspired by Disney or Paddington Bear etc are to be sold. All items being sold as toys, must meet the National Trading Standards for labelling and certification

### Verification of Craft

If you have a website or social media that has details of your craft and making processes, then add as many details as possible to your application. If you do not have any social media with examples of your work, then please attach some sample photos when returning your application form.

All images supplied to us for past and present applications may be used for promotional purposes.

### Language and Behaviour

All Renartgades markets, including the Newbury Artisan Market are a popular and friendly events attended by families and individuals from all walks of life and stallholders are requested to use language appropriately and help to maintain the conviviality of the market atmosphere.

All people involved in the market are expected to act with respect both in person and through digital communication, to all other stallholders, Renartgades staff and visitors to the market. If you have any issues on the market day, please do let us know via the Renartgades phone number in your information pack for us to deal with it.

Any gross misconduct will result in you not trading at future events with Renartgades, and the potential for a fine under our contract with the town for hosting the event.

### Damage

Renartgades bears no liability for loss, damage or theft of items during the event

1. Renartgades is not responsible for stallholder parking or parking fines.

2. Stallholders are responsible for your own property and safety at our events. Public and product liability insurance to cover your stall and stock is recommended. Stallholders and stock are not covered under the organiser's insurance policy. Stallholders should be careful not to damage venues whilst loading or setting up. This includes sticking anything to walls when inside. Any damage caused to venues will be billed to the responsible parties. No glitter allowed and no flames.

Renartgades cannot be held responsible for any loss or damage to goods whilst exhibiting, loading and/or unloading. Please ensure you have sufficient Public Liability insurance cover to meet traders' legal responsibilities.

### BID businesses

Let us know if you're a BID Levy Paying business and let the BID know too that you've applied as you could be offered one of 2 free 3x3m pitches. Email BID at least 15 days before the event then they will let us know who they have selected. BID will notify the unsuccessful levy paying applicants directly. Applications made less than 14 days before the event will have to pay for their pitch.

### Stall Holder Information Pack

A week before each event a 'Stall Holder Information Pack' will be emailed out to all successful applicants - this will include cheapest car parking, set up times, instructions etc. It is the stallholders' responsibility to ensure they have all the relevant information/stallholder guide about the day.

### Cancellation

Renartgades shall be under no liability for delay or failure to provide the services as a result of any act or circumstances beyond reasonable control including but not limited to, Act of God, legislation, injury, terrorism, war, fire, failure of power supply, bad weather conditions, lock out or strike.

If an event is cancelled for any of the reasons listed above, a 50% refund will be given to all stallholders automatically. 50% of your pitch fee is non-refundable, as by this time before the event we will have already paid for many non-refundable items ourselves such as promotional material, advertisement, street trading license and road closure fees, etc.

### Data

As a potential stallholder at a Renartgades Modern Makers Market, your data will be held

on an internal database for event information and updates. We will only contact you regarding upcoming fairs and subsequent communications relating to those fairs. We will not pass your details on to any third parties. If you wish at any point to be removed from our database, please contact us via email at [renartgades@gmail.com](mailto:renartgades@gmail.com)

Last updated: 20-3-25

## Renartgades Cancellation Policy

In the case of cancellation, the stallholder must inform Renartgades in writing via email or Text/WhatsApp as soon as possible. Stall fees cannot be carried over to other market dates.

Cancellation less than 48 hours before the event: Non-refundable

Cancellation 48 hours or more before the event: Pitch fee refunded within a week after the message is received minus £15 admin fee.

In this case, any refunds or credit granted are done so at the discretion of the organiser. The organiser has the right to deduct any associated costs incurred and admin fees from a refund or credit. Unpaid invoices will be passed on to a collection agency. A record of all stall cancellations and no shows is kept. No shows will count against you in future applications.

Renartgades has the right to cancel your stall at any time and for any reason.

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