



## GIBRALTAR FAIR 2023

### CONDITIONS TO SET UP AND OPERATE A CATERING STALL

1. The applicant shall at all times have in force a Public Liability Insurance against any loss or injury which may occur to any property or to any person in an adequate and proper amount for the duration of the Fair, including the preparation, set up and clearing of the Stall. The applicant shall produce to Gibraltar Cultural Services (GCS) the policies of insurance and receipts evidencing the payment of all the relevant premiums at the time that the application is approved and at any other time that these are requested by GCS.
2. Stalls are to be decorated and furnished to a reasonable standard as agreed with, and within the location stipulated by GCS.
3. Drinks must not be served in glass.
4. The menu and prices must be submitted and approved by GCS no less than **four weeks prior to the event**.
5. Work on the setting up of the Stall may commence on Friday 11<sup>th</sup> August 2023 and the structure must be completed by Tuesday 15<sup>th</sup> August 2023.
6. GCS will provide security for the fairground area from Saturday 12<sup>th</sup> August until 9am on Tuesday 29<sup>th</sup> August 2023, inclusive. No valuables are to be left in the stalls before this date.
7. The Stall and its immediate surrounding area must be kept in a clean and tidy condition throughout the duration of the Fair, including the preparation, set up and clearing of stall.
8. Any rubbish must be properly deposited inside the bins provided at the Fairground.
9. Details and mobile numbers of a person responsible must be provided in case of an emergency.
10. Applicants must comply with the Health and Safety, Food and Hygiene, and all other relevant legislation.
11. If food is to be provided, applicants must fill in all appropriate forms duly endorsed by the Environmental Agency once the application is approved.
12. Successful applicants will need to acquire the relevant permits and/or licences from the relevant Authorities for their proposed services. These permits and/or licences must be produced to GCS before the commencement of the setting up of the Stall.

13. The Stall must be completely dismantled, and site left clear and in a clean state by Tuesday 29<sup>th</sup> August 2023.
14. GCS does not charge Registered Charities a fee and will give preference to them, within the space constraints, over other applicants.
15. Charges for others are: £250 for non-commercial entities, i.e., Clubs and Associations.
16. Subcontracting is not allowed. The Stall must be run by the entity that has submitted the application.
17. GCS will not be responsible for any loss, theft or damage that the Stall may suffer.