

Perth Festival of Yarn 2019 Terms and Conditions

1. Successful vendors are required to make a deposit of 50% of their total cost by 31 March 2019. The remainder of all fees must be paid in full by 4 June 2019. A surcharge of 10% of the outstanding balances will be applied to both late deposit and full payment dates.
2. All vendor payments – with the exclusion of those made by overseas vendors or those in remote areas – should be made by BACS. For fees made by PayPal the vendor will be responsible for any additional charges including currency conversion charges.
3. Refunds will only be made upon written request. All refunds will be subject to a £20.00 administration fee. No refunds will be given after 14 July 2019.
4. Perth Festival of Yarn reserve the right to cancel the booking of any vendor. In this instance the full fee will be refunded.
5. All vendors must stay within their allocated space. Any additional floor space for boxes, rails, racks, shelving or similar must be disclosed and discussed with Perth Festival of Yarn prior to the event and will be subject to an additional charge. Failure to adhere to this condition may result in you not being included as a vendor in future events and you will be retrospectively invoiced for additional space used.
6. No stall should consist of a temporary structure higher than 6ft tall – if you are planning on bringing grid walls or similar that are taller than this, please advise us of this at the time of applying.
7. The raised walkway that surrounds the Vendors' Gallery Marketplace must be kept clear during the operating hours of the event to ensure unhindered access to the fire exits. This includes strictly no pop-up banners and storage boxes.
8. All vendors will be allocated their space by Perth Festival of Yarn. Should you wish to be placed next to or apart from a particular vendor, then this must be requested in writing no later than 6 July 2019. All requests will be considered; however, the decision of Perth Festival of Yarn is final.
9. Vendor space is allocated as one space per business although more than one can be applied for. Any request to share space should be made by both vendors in writing. The sub-letting of stalls is not permitted.
10. All stalls must be set up prior to opening to the public, must stay open until the end of the event and be staffed at all times while the venue is open to the public, except in case of emergency. In this instance a member of the Festival Team should be consulted.
11. Each business will be allocated 2 chairs. Tables must be pre-booked will be provided at an additional cost of £25.00 per 6ft x 2ft table. Perth Festival of Yarn cannot guarantee the provision of any tables that are not pre-booked.
12. Requests for electricity access should be made at the time of booking. There will be no additional charge for electricity access or usage but all electrical items that will be plugged into the sockets must have been PAT tested within 1 year of 7 September 2019 and evidence of this provided to the Perth Festival of Yarn Team.
13. Two vendor passes will be allocated to each business. Additional passes can be purchased at the same cost as a single day ticket entry (which will cover both days) and must be requested before 1 August 2019. Vendors must wear their passes at all times within the venue. Passes are not transferable.
14. For the security of all only people wearing vendor passes will be granted access to the venue during set-up and strike unless they are children under the care of a pass wearing vendor. This includes family members and friends of vendors.
15. All vendors must adhere to the safety notices and regulations of the venue at all times.

16. Perth Festival of Yarn cannot be held responsible for any theft or damage to any stock, equipment, money or personal items you may bring into the venue.
17. Vendors should report any theft to the Perth Festival of Yarn Team as soon as it is discovered. We will seek the prosecution of any offender where possible.
18. Wi-Fi is available for vendor and public use within the venue. Perth Festival of Yarn cannot be held responsible for any loss of sales that may occur due to heavy demand on the system or any other outages, planned or otherwise. Please be aware that due to security restrictions you may not be able to access sites such as PayPal through the public access Wi-Fi and we would strongly recommend you have your own Wi-Fi access.
19. All vendors must have their own Public Liability Insurance and must forward a copy to Perth Festival of Yarn by 1 August 2019. Vendors who fail to meet this deadline will be unable to take part in the Festival unless their renewal date is after this time.
20. All vendors must submit their own risk assessment by 1 August 2019. Failure to do so will result in the vendor being unable to participate in the Festival as it will invalidate the Organiser's overall event insurance.
21. Car-parking at the venue and designated overflow car-parking is at the vendor's own risk.
22. As a destination event Perth Festival of Yarn have a duty of care to their vendors, tutors, podcasters, volunteers etc. As such it is expected that all vendors and potential vendors should communicate in positive terms about Perth Festival of Yarn on social media and other public platforms. If you have any concerns then your first point of contact should be with the Perth Festival of Yarn Team and made privately. Any vendor found to be voicing any grievances about Perth Festival of Yarn on the aforementioned platforms may have their application withdrawn and stall cancelled.
23. Vendors give their permission for any images or copy that they provide directly to, or on their own social media or websites, to be used by Perth Festival of Yarn or any Third Parties working on their behalf to promote the event. It may not always be possible to give individual credit for this content but all reasonable effort will be made to do so.
24. All vendors are to like and follow our social media channels and to actively promote Perth Festival of Yarn across their own, including websites, blogs, newsletters, podcasts, etc. All vendors are to take part in our launch days using the social media images which will be provided in our vendor packs. All vendors are to start promoting their attendance at Perth Festival of yarn at least one calendar month before the event. All vendors who have online shops are to include our promotional flyers with their packages and bricks and mortar businesses to display posters and flyers.
25. Business sensitive information including but not limited to vendor costs, application forms, floor-layouts and timelines should not be shared either electronically, in person or in public (including social media) with other businesses or individuals unless this information has already been made public by the Perth Festival of Yarn team on their social media, website or newsletter. Businesses and individuals should email vendors@perthfestivalofyarn.uk should they wish to obtain any of this information. Press enquiries should be directed to eva@perthfestivalofyarn.uk
26. All successful vendors will automatically be signed up to our general newsletter.
27. No flyers, promotional materials, or filming for any other yarn events are permitted anywhere at Perth Festival of Yarn.
28. Any damage to equipment or fittings belonging to the venue or Perth Festival of Yarn (such as but not limited to tables, chairs, flooring, cabling) by any vendor will be made good by the vendor.
29. Perth Festival of Yarn cannot be held responsible for any email communications that are not received by an individual vendor due to their security settings. It is the responsibility of the vendor to ensure these are received and filed correctly and to follow up with the Perth Festival of Yarn Team through vendors@perthfestivalofyarn.uk if they are concerned they are not receiving the information they should.

30. Perth Festival of Yarn retain the right to make any adjustments or additions to these Terms and Conditions at any time. Should this happen, then all confirmed vendors will be notified in writing.

31. Brexit

These Terms and Conditions have been revised in December 2018. At present there is no definitive guidance from the UK Government regarding a potential no-deal Brexit. EU businesses should be advised that they may be required to declare their goods as temporary imports into the UK ahead of Perth Festival of Yarn and may also be subject to taxes as well as being charged for storage of their goods by Customs Agents while any relevant paperwork is processed upon entering and leaving the UK. EU businesses will be allowed to revise their decision as to whether they wish to proceed with attending Perth Festival of Yarn once the full trade details of Brexit are published should the UK decide it will still leave the EU after 29 March 2019. EU vendors are exempt from making any deposits until this time

GDPR

To view our general GDPR policy, please visit <https://perthfestivalofyarn.uk/policies>.

Application forms for non-successful businesses may be held by the Perth Festival of Yarn Team in order to be reviewed if placed on our Cancellation List. Vendors can withdraw their consent to this at any time and all stored personal data relating to them will be deleted,. These requests should be made in writing.

Application forms for any non-successful businesses who are not placed on the cancellation list will be deleted following contact to advise of this.