



SUITCASE TRADING - LICENCE CONDITIONS

- On each day of trading you **must** report to the Markets Office (located within Glass Arcade) by no later than 10:00am prior to carrying out any market activities, whereupon you will be issued with a day trading pass and allocated a pitch location. Please note you are not specifically entitled to trade on any previously identified day, time or location. Requests to conduct business on any given day may be refused on the grounds of there being insufficient space available, product duplication with another attending trader, operational requirements, or other influencing factors. If we do not have any availability for you to trade, a refund will be issued under the exceptional circumstances clause of our no refunds policy.
- Available trading times are Monday to Saturday 10:00am to 5:00pm and you are entitled to commence and close business at any time during this period (full licence fee charge will be applicable regardless of duration of trade).
- You are **not** permitted to bring a vehicle onto any part of the market site and will **not** be provided with a parking facility.
- You are **not** permitted to make use of an electrical supply.
- You will **not** be provided with any form of trading equipment or shelter, nor are you entitled to erect a shelter of any description.
- You must **not** bring along or use any form of portable electrical and/or gas appliance.
- You must **not** make available for sale any foodstuffs whatsoever.
- You must **not** call out to, hawk or harass the public in any way.
- You must **not** bring a quantity of product that exceeds that as generally accepted as being able to fit within the confines of a reasonably sized suitcase.

- You are responsible for removing your own waste from the market site and you must **not** leave behind any rubbish.
- You are **not** permitted to bring a dog or other such animal onto the market site.
- You **are** permitted to bring along a small table or other stand on which to display your products; additionally you may also bring along a chair or stool on which to sit.
- You **must** pay all trading licence fees in advance through an associated Bristol City Council card payment system. We do not offer refunds unless under exceptional circumstances and as agreed with the Markets Team.
- All Traders are required to have a public and product liability insurance policy for claims up to at least £5 million, and to produce the policy of insurance and the receipt for the current premium whenever requested by the City Council.
- Traders' allocated pitches can be moved or re-sited within the Market at the City Council's discretion at any time for any reason.
- Traders must **not** sub-let stalls or arrange for anyone other than themselves to conduct trading activities.
- In the event of severe weather the City Council has the sole discretion to declare a '**Non-Trading Day**'. When a 'Non-Trading Day' is declared, **no** Licence Fees will be chargeable for that day or part thereof.
- The goods you are permitted to sell are strictly those listed on your application form only. If you wish to introduce new items, you must seek prior approval from the Markets Team. Goods offered for sale to the public must be legal. e.g. you must not sell pirated copyrighted materials, age controlled items, knives or other potential weapons or other items which the Market Team deem inappropriate. Goods must also in no present a hazard to you the trader, market staff or the public.

Signed Print.....

Business Name Date.....