



## EXHIBITOR TERMS AND CONDITIONS – TAVISTOCK GOOSE FAIR 14<sup>th</sup> October 2026

### TRADING AT GOOSE FAIR? THE BASICS...

You will need to be prepared to trade from 9.00am – 9.00pm on 14<sup>th</sup> October 2026

Have £5 million of public and product liability

We are not able to provide water or electricity for your stall

**Please read the event Terms and satisfy yourself that you are able to comply with these conditions before making your application.**

### DEFINITIONS

The term Exhibitor refers to any persons(s), firm or company who has made an application for and has been given a pitch at the event.

The Event Management Team are the Tavistock Town Council Officers responsible for the management of the event.

### APPLYING FOR GOOSE FAIR

**Goose Fair is an annual event with a footprint that extends from Drake's Statue along Plymouth Road to Bedford Square and Abbey Place and includes side streets such as Russell Street and Market Road. No area is considered to be preferable for trading and the fees for all pitches are charged at the same rate.**

All Exhibitors need to complete an application form and return it to either [goosefair@tavistock.gov.uk](mailto:goosefair@tavistock.gov.uk) or Tavistock Town Council, Drake Road, Tavistock, PL19 0AU together with images of their preferred trading set up and a copy of their current public and product liability insurance.

Once a pitch has been allocated to you, payment in full and a signed copy of the invoice will be required by the specified due date. Only once payment and all appropriate documents are received will the booking be confirmed. Failure to make payment and submit the appropriate documentation in the given timeframe will result in a cancelled provisional booking. Payment does not guarantee your pitch if the above terms are not met.

Positioning of stands and allocation of pitches is at the discretion of the Event Management Team. The final allocation is designed for the overall benefit of the event and is final. The Event Management Team has the right to change the location of the stalls if they deem necessary for the benefit of the event.

The Event Management Team does not guarantee or agree to meet the expectations of traders in terms of income. Where income is affected for any reason, the operator does not, or will not make good any expectations on the traders' part.

The Event Management Team reserves the right to refuse any application without giving reason.





## **INSURANCE AND SAFETY**

All Exhibitors must be covered by £5 million of Public and Product Liability Insurance and applicants must agree to indemnify the Council against all actions, claims, proceedings, costs, expenses and demands made against the Council as a result of any loss or damage suffered by members of the public by reason of his/her use of trading space. A copy of your insurance documentation must be supplied.

Employers Liability insurance is required if you employ anyone, including part-time, temporary or casual staff.

Traders are responsible for their customers' health and safety and should have a risk assessment for their stall and stall area. Think about how you will keep you and your customers and staff safe and minimise risk. For example consider heavy lifting, trip hazards, weights on gazebos at all times and that items do not obstruct walkways.

## **FOOD AND DRINK**

Stall-holders to whom the provisions of the Food Hygiene (Markets, Stalls and Delivery Vehicles) Regulations 1966 (Food Traders), Food Safety (General Food Hygiene Regulations) 1995 and the provisions of the Food Safety Act 1990 (as amended from time to time) apply, will be required to comply with the Regulations in full, including the following which have been requested by West Devon Borough Council:

- Food Hygiene Documentation
- Food Safety Checklist

Food businesses preparing and selling cooked food products or foods which require cooking, with the exception of candy floss, should operate from units specially designed for the purpose. If food is prepared in a tented structure this must be made from fire resistant material and information about this should be provided on your application form.

All food stall holders must provide litter bins for their stall-generated trade waste and keep their immediate area clean. You must remove all your waste and recycling at the end of the event and dispose of it through your existing methods.

Food businesses must comply with all food safety requirements of the Council's Environmental Health Officers. Any food businesses found to be contravening these requirements will, unless an immediate acceptable remedy can be found, be similarly removed from the site and will not be allowed to return.

## **ALCOHOL**

If the Event Management team have given you permission to sell alcohol as part of your trading offer then you are required to have a Temporary Events Notice (TENS) from West Devon Borough Council and provide a copy to the Event Management Team prior to the event and ensure a copy is available during the event.





In order to supply the provision of alcohol you must ensure you and your staff are competent, experienced and understand the responsibilities of the Temporary Events Notice.

You are required to display a Challenge 25 sign on your stall at all times.

### **EXHIBITING – ON THE DAY**

Successful applicants will receive an Exhibitor Trading Card prior to the event, together with the event instructions regarding set up times, event times, car parking etc. (this information can also be found on our website). **Exhibitor Trading Cards must be available on the day of the event** and Exhibitors will be required to produce proof of identity before setting up, with the required documentation available for inspection throughout the event.

No Exhibitor shall commence to erect his or her stall before 5.45 p.m. on Tuesday 13<sup>th</sup> October.

Any site which has not been claimed by 8.00 a.m. on Wednesday 14<sup>th</sup> October (Goose Fair Day) will be re-allocated and any deposit or rents paid will be forfeited.

All traders are required to trade from 9.00am until the event officially closes at 9.00pm. **No traders are permitted to pack down or attempt to move their vehicles before the event management team confirms the event has closed.** Doing so will result in a pitch application being refused in future years. Once the event has closed traders must comply with instruction from stewards regarding safely packing up and leaving the event.

Names and addresses of Traders must be displayed prominently on the pitch; (members of N.M.T.F. may display their names and the address of N.M.T.F.).

Any amplified music or public address systems used shall be kept to a reasonable volume so as not to cause nuisance.

The Event Management Team reserve the right to exclude or remove from the event any person(s) whose presence is or is likely to be undesirable with the nature of the event.

### **TRADING TERMS**

The location of trading pitches is allocated by the Event Management Team and are clearly marked on the road / pavement surface. Exhibitors are not permitted to trade from a pitch not allocated to them by the Event Management team. Should your trading offer exceed the footage agreed as part of your application, the Event Management team reserve the right to exclude you from the event, without recourse to any refund.

Any space allocated is for personal use for the trade specified. Sub-letting and change of trade are not allowed.

No space will be let for “mock auctions”; any person so trading will immediately be removed from the site.





Pitches can be restricted to a depth of 10 feet (dependent on location of pitch with overhangs permitted at a maximum of 4 feet).

Stalls of greater depth or frontage than that specified will not be allowed. No goods shall be hung or displayed on or in the overhang area unless express permission is obtained from the Event Management Team.

Traders will only be allowed to sell those goods specified within their Application/Registration form. Any change or additions must be agreed by the Goose Fair Event Organisers.

TTC reserves the right to require any applicant to modify their stand, apparatus, display or behaviour for any reason of safety or conduct not compatible with the event. Failure to take such action in good time will result in expulsion from the event without recourse to any refund. The decision of TTC officials on such matters is final.

We are unable to offer any of our stall holders' exclusivity of their product range.

All traders shall comply with all applicable anti-slavery and human trafficking laws, statutes, regulations and codes from time to time in force including but not limited to the Modern Slavery Act 2015. Traders shall not engage in any activity, practice or conduct that would constitute an offence under the Modern Slavery Act 2015.

All traders shall comply with all applicable equality law (whether in relation to race, sex, gender reassignment, age, disability, sexual orientation, religion or belief, pregnancy, maternity or otherwise).

#### **Fire / Gas / Electricity / Water / Waste**

Two-foot fire breaks where provided between stalls are to be maintained clear of obstruction.

A fire risk assessment must be COMPLETED & RETAINED on every pitch for inspection by the Safety Consultant.

All stalls must supply a 5kg dry powder fire extinguisher and a fire blanket. Failure to comply will result in the stall not being permitted to operate.

All gas appliances must comply with the relevant regulations and must be certified by a registered Corgi engineer. Corgi testing must have taken place within the last 12 months. Gas canisters should be caged and secured if outside the gazebo/vehicle/stall and the valves covered.

Any cooking appliances that use naked flames, generators or heat generating appliances must be safely sited away from pitch coverings or any other flammable hazards, and away from the areas of the pitch accessible to the public. It is your responsibility to ensure that all cooking/heating appliances are fit for purpose.





Mains electricity from any source is not allowed and no cables are to be attached to lamp posts or other street furniture etc. If you are not using a generator please remember to bring battery lights with you for the evening so your trading offer is illuminated.

Approval to use a portable generator must be given by the Event Organisers. As part of the Fire Risk Assessment, generators will be inspected by the appropriate bodies to ensure compliance. Generators shall not be excessively noisy and shall not exceed 110 volts except where the installation is protected by an approved circuit breaker. Generators should be safely located on the stall.

All electrical equipment used within your stall must have portable appliance testing (PAT) certification from a qualified electrical engineer. PAT testing must have been carried out within a year of the event date. Copies of certification must be sent with your application. No applications will be accepted without PAT details.

Any electrical leads used must not obstruct walk ways.

All wastewater must be disposed of carefully and appropriately.

Exhibitors are required to remove their waste from site at the end of the event.

#### **CANCELLATION**

In the event the Exhibitor wishes to cancel their booking, the Event Management Team reserve the right to retain 100% of the fee paid. If the Exhibitor wishes to cancel their booking, written notice should be given to the Event Management Team with a sufficient period of notice. If the Event Management Team is able to secure a new booking, consideration will be given to a refund of fees.

The Event Management team reserve the right to cancel the event.

#### **PARKING AND VEHICLE MOVEMENTS**

On the day of the event, no vehicles will be allowed in the event area after 8.00 a.m. and all vehicles shall be removed by 8.30 a.m. Vehicle movement on site prior to 8.00am must operate with hazard lights flashing. Vehicle engines must be switched off when stationary.

Limited exhibitor parking is available on a first come first serve basis at the nearby Riverside car park at £3.20 per day. Cash is required to pay for the parking. A copy of your Exhibitor card should be displayed in your vehicle.

No vehicles whatsoever shall be allowed to park behind any stall unless specific permission has been granted by the Event Management Team.

No vehicles may be parked in any areas of the event not occupied by stalls or Showmen's equipment.

#### **PROHIBITED ITEMS**

The use of hydrogen-filled balloons is strictly prohibited.





Only the sale / promotion of items detailed within the Application Form are permitted, any items not detailed within the application found on the exhibit will be asked to be removed and depending on the severity of the breach in the terms of trading Exhibitors may be asked to leave the event.

Items that are prohibited from sale at the event include products of a dangerous nature e.g. pellet guns, legal highs and associated drug paraphernalia as well as smoking goods including vape products and items of an obscene or illegal nature.

Failure to abide by any of these conditions will result in being asked to leave the event and will prevent attendance at future events.

### **GDPR**

Tavistock Town Council will follow all GDPR protocol regarding personal and business data.

Through our social media channels and website, business names and images in the public domain will be shared as a way of marketing Goose Fair.

Any data you provide to us will stay within our system until you request its removal.

### **EMERGENCY CONTACTS**

In the case of an emergency please contact the event organisers and / or the emergency services on 999. All Emergency Services have a copy of the event layout to enable them to attend to any such emergencies. Raynet Communications coordinate the comms of the event and are located in the control centre on Russell Street. On the day of the event please contact 07714 222346.

For any general operational or booking enquiries please contact either 01822 616134.



**Join us on 14th October  
IN TAVISTOCK, DEVON**

[www.tavistock.gov.uk](http://www.tavistock.gov.uk)



**#TaviGooseFair**



**Tavistock Town Council** *Working for the local community*