

## Midhurst Town Trust - Market Square Hire ONLY Conditions of Hire

### 1. Trading Times and Location

Midhurst Market Square – dates and times to be arranged with Tall Dog.

### 2. Payment of Fees

Payment of fees should be paid to Midhurst Town Trust account via the Tall Dog on the day prior to the event by bank transfer. The Tall Dog will send you the bank account details.

### 3. Communications

The Tall Dog, who act as booking agent for the Trust, can be contacted on 01730 817518 or 07576 112199.

The Clerk to Midhurst Town Trust can be contacted via email at [midhursttowntrust9@gmail.com](mailto:midhursttowntrust9@gmail.com)

### 4. Traders' Vehicle Access to Market Square

The stall holder does not require vehicle access to Market Square.

### 5. Health and Safety Risk Assessment

All Health and Safety is the responsibility of the Market stall operator. The Clerk to Midhurst Town Trust and The Tall Dog should have a copy of the risk assessment drawn up by the stall operator. This should be approved by the Trustees. This should include reference to current government restrictions due to COVID 19.

No smoking is allowed near the stall for both health and fire safety reasons.

### 6. Public Liability Insurance

The stall holder must have public liability insurance to a minimum of £1 million.

### 7. Damage / Spillage

It is the responsibility of the stall operator to ensure that the setting-up and breaking-down of the stall is carried out in a safe manner. Any damage or spillage must be reported to the Town Trust or The

Tall Dog. In the event of a vehicle being used in the future with permission from the Trustees, a drip tray is encouraged to be used under parked vehicles. Any spillage is to be cleared at the end of trading.

**Please Note** - It is the car owners responsibility to ensure the lockable bollard is left in the locked position at all times after use. Any damage to any of the bollards must be reported to Vicki Harrison at [vicki@thetalldog.co.uk](mailto:vicki@thetalldog.co.uk) immediately. No attempt at repairs should be made. The car owner responsible for the damage is liable for any repair costs.

8. Water Supply

Water is available from the tap at the front of the Old Town Hall, to the right of the entrance to Garton's Café.

9. Size and Siting of the Stall

To be confirmed for your individual booking

The Trustees reserve the right to amend the terms and conditions which will be reviewed at the next meeting of the Midhurst Town Trust.

Signed ..... Name of Market Holder

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Date.....