



## Coliseum Bazaar - Asian Street Market

Oldham Coliseum Theatre and Oldham Council are working together to create the Coliseum Bazaar, a special Asian street market taking place on Yorkshire Street on Saturday 23 May to coincide with Alchemy Festival.

The aim of the Bazaar is to highlight great Asian food and local community based Asian crafts and producers. As part of the market there will be dining areas for customers to sit and enjoy the delicious food on offer, drummers and dancers providing street entertainment and a lively and colourful atmosphere.

Alchemy Festival is a celebration of the cultural links between the UK and South Asia. The Festival has been running at the Southbank Centre in London since 2009 with great success. This collaboration with Oldham Coliseum will see Alchemy come to the North West for the first time.

Small table-top stalls for traders will be supplied in shared gazebos. The Coliseum Bazaar has been subsidised making stall fees nominal, with an aim to establish this as an annual event in the Oldham calendar.

If you would be interested in trading at this event, please complete this application form and return to the Oldham Coliseum Theatre. We only have a limited number of stalls, so to avoid disappointment return your application as soon as possible.

### Market Details:

**Date:** 23 May 2015  
**Location:** Yorkshire Street  
**Trading times:** 10am to 5.30pm

<b>Name:</b>	
<b>Trading as:</b>	
<b>Address</b>	
<b>Telephone:</b>	
<b>Mobile:</b>	
<b>Email address:</b>	

<b>Type of stall:</b>	Catering (Asian hot food) <input type="checkbox"/>	Asian crafts <input type="checkbox"/>
<p>Please provide as much information as possible of the foods or crafts you would like to sell</p> <p>Only items listed here will be considered for sale.</p>		

<b>Stalls Information:</b>	The stalls are one table-in a shared gazebo, each stall is:
<ul style="list-style-type: none"> <li>• Maximum space 2m x 1.5m – all products &amp; equipment must be placed within this area.</li> <li>• One table 1.8m x 60cm (6ft x 2ft) is provided per stall.</li> <li>• Catering traders only – one 13 amp electric power supply per stall.</li> <li>• The shared gazebos are open to the back and sides.</li> <li>• Traders stand in the shared gazebo to trade back-to-back and to the sides.</li> <li>• A maximum of 4 stalls may be booked (4 stalls equals one full gazebo 4.5m x 3m). Traders are required to sell from both sides of the gazebo.</li> </ul>	

<b>Stall Fees:</b>			
<b>Catering</b> (Asian hot food)	<b>Fee: £15 per stall</b>		
Number of stalls required:		<b>Total:</b>	<b>£</b>
<b>Asian Crafts Stalls</b>	<b>Fee: £10 per stall</b>		
Number of stalls required:		<b>Total:</b>	<b>£</b>

<b>Payments</b>
Please send a cheque for the full amount for the stalls applied for. Cheques will only be cashed when application is approved.
<i>Unsuccessful applicants – cheques will be returned.</i>
Please make cheques payable to: <u><a href="#">Oldham Coliseum Theatre Ltd</a></u>

<b>Public Liability</b>
All traders must carry a minimum of £5million Public Liability Insurance. Copies of insurance documents are to be submitted in advance of the market.

<b>Confirmation of Information</b> – <i>This section relates to the validity of all information provided within and with this form.</i>
I have read and agree to be bound by the Oldham Coliseum Bazaar Booking Conditions and to comply with all the terms and conditions therein. In signing this application form I indemnify the Oldham Coliseum Theatre Ltd and In The Market Events (the market operator) and its event staff against any claims, costs or losses howsoever caused resulting from any failure on my part to comply with the said Booking Conditions.

I certify that the information given on this form is true and complete and that I have/will have the required level of £5million Public Liability Insurance for all the dates of the market.
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<b>Name:</b> (Print)
<b>Signed:</b>
<b>Date:</b>

<b>Please return application with payment to:</b> Kendra Kennedy Oldham Coliseum Theatre Ltd Fairbottom Street, OLDHAM OL1 3SW  <b>Questions or queries please ring: 0161 785 7001 or email: <a href="mailto:mail@coliseum.org.uk">mail@coliseum.org.uk</a></b>
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## **Coliseum Bazaar Booking Conditions 2015**

### **1 Definitions**

- 1.1 "Trader" means named person on the application form responsible for the operation and management of the stall.
- 1.2 The headings do not form part of these Conditions and shall not be taken into account in their construction or interpretation.
- 1.3 Any reference to a specific statute includes and statutory extension or modification amendment or re-enactment of such statute and any regulations or orders made under such statute and any general reference to "statute" includes any regulations or orders made under such statute.
- 1.4 "Stall" means table-top or pitch.

### **2 Applications and Payments**

- 2.2 All application must be made on the appropriate Coliseum Bazaar Application Form and must be submitted to our Oldham Coliseum Theatre Ltd Office.
- 2.3 Payments must be made by cheque and attached to the application form when submitted. Unsuccessful applicant's cheques will be returned.
- 2.4 Positioning and allocation of stalls is at the discretion of the Oldham Coliseum. The allocation is designed for the overall benefit of the market and is final.
- 2.5 Disabled applicants should indicate any particular access/operational requirements on the application form and must confirm those requirements with Oldham Coliseum before attending the market.

### **3 Traders Cancellations**

- 3.1 The Trader must make any cancellations by email to [mail@coliseum.org.uk](mailto:mail@coliseum.org.uk)
- 3.2 Payments will only be refunded if a suitable alternative trader is found to take up the stall offer.

### **4 Trading Terms**

- 4.1 Only goods, foods or drinks detailed on the application form approved by Oldham Coliseum may be displayed for sale on or from the stall. Any additional products must be removed immediately upon request by an authorised agent of Oldham Coliseum.
- 4.2 The Trader must attend the market throughout the full operating times as detailed on the booking form. No stall shall be vacated prior to the closing of the market.
- 4.3 All display items must be positioned within the stall area and must not obstruct access to the stall or pedestrian walkways. The stall area is 2m x 1.5m with a table measuring 1.8m x 60cm.

### **5 No-Smoking Policy**

- 5.1 Traders and their staff are prohibited from smoking on the stall or within the vicinity of the market.

### **6 Legislation**

- 6.1 Traders and their agents shall comply with all current and future legislation, notices, orders and bylaws and shall comply with any restrictions, directions and conditions lawfully imposed by any public authority acting under statutory power.

### **7 Refuse, Waste and Stall Cleaning**

- 7.1 The stall must be kept clean and tidy at all times and all waste removed and appropriately disposed of throughout the day.
- 7.2 All refuse must be placed in bin bags, the bags sealed and left in any area designated by Oldham Coliseum. The Trader must remove excess refuse.
- 7.3 The Trader must maintain the cleanliness of the area directly around the stall. The area must be swept and if required washed at the end of each trading day.
- 7.4 The Trader must leave the stall clean and tidy at the end of the market.

### **8 Vehicles**

- 8.1 The Trader must unload and remove their vehicles from the designated market loading area a minimum of 30 minutes before the opening of the market, and in any event vehicles must be removed as soon as unloading is complete and before the stall is set up.
- 8.2 No vehicle is permitted onto the markets loading bays during trading times.

### **9 Displays**

- 9.1 The Trader must produce a stall display of the highest standard as deemed fitting for the Coliseum Bazaar.
- 9.2 Packaging, personal belongings and cash boxes on the stall must not be visible to the public.
- 9.3 Fixing of any items to street furniture, the stalls or stall canopies in such a way as to cause permanent damage or marks, is strictly prohibited.

### **10 Food and Catering Traders**

- 10.1 All traders must comply with the Food Safety (General Food Hygiene Regulations 1995) and the provisions of the Food Safety Act 1990.
- 10.2 Traders are required to observe high personal and working hygiene standards at all times including the wearing of appropriate clothing e.g. cooking aprons, hats and gloves.

- 10.3 Traders using cooking equipment must provide a suitable means of extinguishing a fire: minimum an appropriate fire extinguisher and a fire blanket.
- 10.4 Traders must provide First Aid equipment.
- 10.5 Traders preparing hot food and/or hot drinks must ensure that a protective barrier is in place to prevent direct customer contact with sources of heat and/or the food. For example by use of Perspex screens to assist in the prevention of accidents and add to the overall presentation of the market.
- 10.6 Traders must supply adequate means of cleaning cooking utensils and maintaining personal hygiene.
- 11 Food Labeling**
- 11.1 Traders are required to ensure that all packaged food lists all ingredients on the labels, including details on the inclusion of nuts, nut oils or any nut extracts or nut derivatives that may be harmful to persons with allergies.
- 12 Electricity**
- 12.1 Traders must not exceed the maximum power supply provided by Oldham Coliseum.
- 12.2 The use of high energy halogen lights, kettles, heaters, microwaves, radios or any similar equipment during the market is strictly prohibited.
- 12.3 Electricity at these types of events can sometimes be erratic and may cause electric surges or spikes. If the Trader relies on electricity for machinery such as computers or weighing scales then the Trader shall arrange for battery emergency back up and seek advice from a qualified electrician regarding the fitting of a Circuit Breakers or a Residual Current Device.
- 12.4 All electrical equipment, over 12 month old, must be tested for electrical safety and a current green Electrical Safety Test PASS sticker displayed on each item. Proof of purchase must be held on the stall for all electrical equipment under 12 months old.
- 12.5 Oldham Coliseum will check all equipment on site; only items complying with 12.4 will be permitted for use on the market.
- 13 Gas**
- 13.1 Traders using Liquid Petroleum Gas bottles must ensure that they are installed and managed by trained and competent personnel.
- 13.2 Gas bottles storage is not permitted on the market.
- 13.3 Gas Bottles in use, must be sited a minimum of 1 meter from the cooking appliance (flame).
- 13.4 All appliances must be fitted with a Flame Supervision Device (Thermal couple device).
- 13.5 Isolator switches (cut off tap) must be fitted at bottles after regulator.
- 13.6 Leak Detector Spray must be held on stalls and gas bottles checked for leaks every time they are changed.
- 13.7 Use of flammable, explosive, or otherwise dangerous materials or equipment is strictly prohibited.
- 14 Liability**
- 14.1 If the Coliseum Bazaar has to be cancelled, interrupted, or curtailed due to circumstances beyond Oldham Coliseum control, Oldham Coliseum shall not be liable to make good any loss incurred by any party booked on the market.
- 14.2 The Trader is liable for any loss or damages occasioned to the fabric of the stall, site or any equipment therein or injury to other persons, as a result of their negligence.
- 14.3 The Trader is to have in force throughout the duration of the Market a policy of insurance effected with a reputable insurance company or with underwriters at Lloyds covering the Trader against third party risks for a sum of not less than £5,000,000. Proof of the policy must be supplied to Oldham Coliseum in advance of the market.
- 14.4 Oldham Coliseum will not be liable for any loss due to any breakdown of machinery, failure of supply of electricity, leakage of water, fire, government restrictions or act of God which may cause the stall to be temporarily or permanently closed or trading to be interrupted or cancelled.
- 14.5 Oldham Coliseum will not be liable for any damage to any electric device used by a Trader powered by an electric supply via Oldham Coliseum.
- 14.6 Oldham Coliseum will not be liable for the well being of stock, equipment or persons whilst travelling, or during the market.
- 15 General**
- 15.1 Oldham Coliseum reserves the right to substitute, waive or change, without notice, any details of the market, or booking conditions and procedures.