



# ART *in the* PARK FESTIVAL

**Catering Terms and Conditions 2025**



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### Public Liability Insurance and Risk Assessment

You are required to have Caterers Public Liability Insurance and your own risk assessment completed to trade at Art in the Park 2025. You must also be registered to trade in Warwick District Council, and have a Food hygiene rating.

We will need a scan of your PLI certificate. If we do not receive a copy of your PLI and risk assessment within ONE MONTH of booking we reserve the right to cancel your booking and refund your booking. Please email [catering@artinpark.co.uk](mailto:catering@artinpark.co.uk) if you are having issues on obtaining or supplying your PLI.

### Cancellation:

To cancel your pitch, you will need to let us know by May 1st 2025 by emailing [catering@artinpark.co.uk](mailto:catering@artinpark.co.uk)

Provided we receive your cancellation in time, we will refund you 100% of your booking costs minus any fees that have been incurred through third parties, for example, PayPal.

If you cancel after May 1st 2025 you will not receive any refund as bookings will have closed and we will not be in a position to fill the space. If we are able to fill your pitch you will receive a full refund, minus booking fees.

In the event of Art in the Park 2025 being cancelled before the event starts, we reserve the right to cancel this contract by notifying you by e-mail. If this cancellation occurs in the two weeks before the event,



you will not be entitled to a refund. This is due to production commitments incurred by Art in the Park.

Any other event cancellation prior to two weeks before the event, refunds will be issued at the discretion of the board, depending on costs incurred to Art in the Park CIC. You will be personally liable for any additional costs you may have incurred and Leamington Art in the Park Festival CIC will accept no liability for any loss incurred by you. If Art in the Park 2025 has to be cancelled whilst in progress, due to any reason, you will not receive any refund as costs will be committed.

### **Gazebos & Food Trucks**

All Gazebos should be fixed firmly to the ground. You must use weight, sandbags, and ratchet straps. If your gazebo is considered unstable you will be asked to remove it or find a more suitable Gazebo. Unfortunately, in 2021 many gazebos were not strong enough in the light winds and collapsed. Although the event takes place in summer the park can suffer high winds and under the conditions of your PLI you need to secure your Gazebo according to these instructions.

Leamington Art in the Park Festival CIC cannot be responsible for any damage to your gazebo or contents of your gazebo, before, during or after the event.

Please ensure that your set up is as per the dimensions you gave us on your application. This is to ensure that our site plan means we can fit everyone in the space that we have for the park and ensure our Health and Safety commitments. Failure to let us know of any size changes might result in a change of location.



The festival will be taking place in both Jephson Gardens, Riverside and Mill gardens. You will not be able to choose where you are located as the festival is curated by a team. The team also have to take into consideration the weight of catering vans when allocating catering places.

Please let us know by email on [catering@artinpark.co.uk](mailto:catering@artinpark.co.uk) if you have any special requests and we will endeavour to accommodate where possible.

Please note that your site position is non-negotiable; we may not be able to accommodate your request and the site allocated to you is our decision.

If you need additional power on site you must pre book this and pay in advance. Art in the Park will organise all generators required. If you have your own generator please let us know in advance what you will be bringing on site.

### **Waste Management:**

No catering waste can be left in any bins on site, these must be taken off site, should waste be left behind you will be charged £75 per bag.

Please be environmentally aware and do not use single use plastic wherever possible. Your food should be given to customers in the packaging described in your application.

### **Quality:**

Please ensure that your prices are as per your application as the selection team



have chosen our catering vendors carefully ensuring that there is a wide range of price points for the public.

You also must only sell what you applied to sell. If you want to add to your catering offerings please contact us to ensure it is acceptable.

### **Publicity**

As a participant of Art in the Park Festival we hope you will do your part to ensure that everyone knows about it and of your involvement.

To assist in this we need you to: Alert people of your involvement by liking our Facebook page and sharing this amongst your social circle, following us and sharing on Twitter and sharing Art in the Park's website with any groups, associations, family, friends, work, school etc. Please do not set up your own event. This takes away from the traction of our page. If you do this- you will be asked to take it down.

Caterer pictures submitted may be used for future publications and publicity. Please email [catering@artinpark.co.uk](mailto:catering@artinpark.co.uk) if you have any objections regarding this.



## General Terms and Conditions

All catering pitched must be staffed until the end of the event on each day at 6pm.

No one can pack up earlier as it leads to a domino effect of others leaving and days have often been busier at the end of the day than the start in previous festivals.

All participants must be aware that they need to respect the park, its trees, plants and structures. We are liable for any damage and will be refused use of it again if left in a mess, and if we witness any damage to the park we will hold the individuals liable for this damage and you will be responsible for the costs incurred.

No vehicles are allowed to be left on site. If you require your vehicle on site please email [Catering@artinpark.co.uk](mailto:Catering@artinpark.co.uk) in advance and we will try and accommodate you.

We are a Not for Profit Community Interest Company who are reliant upon our generous volunteers to help manage and deliver the festival.

We will not tolerate any disrespectful, threatening or abusive behaviour or language to any members of the Art in the Park team. We reserve the right to ask you to leave and/or bar you from attending future Art in the Park Festivals or events should your behaviour be deemed to be unacceptable to the Art in the Park Organising Committee or Director(s).



We reserve the right to change these Terms and Conditions (“Updated Terms and Conditions”) from time to time. Unless we make a change for legal or administrative reasons, we will provide reasonable advance notice before the “Updated Terms and Conditions” become effective. You agree that we may notify you of the “Updated Terms and Conditions” by e-mail and that your participation in Art in the Park 2025 after the effective date of the “Updated Terms and Conditions” constitutes your agreement to the “Updated Terms and Conditions”.

Art in the Park is brought to you by the Leamington Art in the Park Festival Community Interest Company, a not for profit company dedicated to increasing the reach and enjoyment of art in Leamington Spa and its surrounding areas, registered in England and Wales under Company number 09973595

You will be notified nearer to the Festival of access points and times, you will be required to adhere to these to ensure the smooth set up of the Festival.

Any questions please contact [catering@artinpark.co.uk](mailto:catering@artinpark.co.uk)