



Festival of Cricket 2024

Organised by the Sri Lankan Schools OBAs in the UK

COMMERCIAL CHARGES & RATES

	Size	Electricity	Tickets		Cost	Service Charge*	Damage Deposit*
			Car Park	Entrance			
Business	4m x 4m	YES *	3	7	£1000	£50	£50
Trade with Cooking	3mx4.5m	No	2	5	£650	£50	£150
Trade without cooking	3m x 3m	No	2	4	£525	£50	£100
Charity/Professional org	3m x 3m	No	2	4	£425	£50	£100
OBAs/OGAs	3m x 3m	No	2	4	£350	£50	£100
Trestle Tables / Chairs Up to two Tables (6' x 2'-6") and four chairs will be allocated to each of the above Marquees. Marquee holders will be held responsible for the safe return of all furniture to the designated area at the end of the event.							
Souvenir A4 SIZE COLOUR							
Inner Front page	Full Page	Centre Page Banner	Inner Back page	Outer Back cover			
£250	£100	£200	£200	£300			
Contact Mr.Mahesh Chandrarathna Souvenir Chairman Mobile: 07891737207				Contact Mr.Shantha Saram Business & Digital Screen Chairman Mobile: 07831406709 Email: info@festivalofcricket.org			
Onsite Advertisement							
Digital Screen advertising					Static £150 / Video £250 T&C apply		
Ground banner (x 1)					£150		
Leaflet distributions					£150		

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**Hainault Recreation Ground
Forest Road
Fairlop
Essex
IG6 3HX**

TERMS & CONDITIONS:

- **Marquee holders must acquire their own insurance for their supplies, utensils and equipment.**
- **Stall-holders with cooking option must have a valid public liability insurance.** It is the responsibility of the seller to comply with the prevailing food hygiene regulations at selling of any cooked or packaged food.
- **Stall-holders with cooking permission must strictly comply with Health & Safety regulations to handle LPG gas cylinders and electrical equipment. In addition, see page (4) for further requirements.**
- Marquee holders are not permitted to carry into or sell any alcoholic beverages under any circumstance, at the venue. Only the liquor licence holders approved by FoC will be authorised to sell alcoholic beverages, on the day.
- Electricity and water will NOT be supplied to any cooking, trade, OGA, OBA or charity marquees. A limited number of communal drinking water outlets will be made available at the venue.
- Stallholders are restricted to the trade for which they have applied for on their application and must appoint a marquee manager for the day.
- Marquees and trade stalls must always be kept clean and tidy. All waste must be emptied into the bins provided.
- A designated car parking area will be provided for stall-holders. Access to the trading area will be granted between 7.00am – 9.00am on Sunday 07th July 2024.
- All marquee holders MUST clearly display their complementary car park tickets in their vehicles to be readable from outside and carry their complementary entrance tickets at all times. None of these tickets are transferable and in the absence of any, purchase of new carpark and entrance tickets is a MUST.
- The FOC will not be held responsible for any loss or damage caused to any goods, provisions or items of value of the stall holder. The stall holder shall be responsible for all such items at all times. **If the event is cancelled or abandoned for any reasons, stall-holders should have their own insurance to recover any losses.**

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- Marquee holders shall indemnify the FOC for any loss or damage caused to the marquee by their activities, including damages to the furniture or any other item provided. FOC reserve the right to deduct supplementary charge from the damage deposit.
- It is expected that marquee is left in a clean and tidy condition. We reserve the right to deduct a cleaning charge from the damage deposit for any untidy or soiled condition handovers.
- The use of loudspeakers, playing of amplified music or musical bands are strictly prohibited at trade stalls.
- No cooking is allowed in Business Marquees.
- Use of glass bottles as vessels for beverages (i.e., Necto, Orange barley etc) is not permitted in the grounds. Contents of the glass bottles should be emptied into plastic cups at the sale of the beverage, before leaves the stall.
- Leaflet Distributions – a sample of the leaflet to be submitted by email to the Trade chairman for authorisation.
- Services charges relate to trading will be allocated as per activities.
- Damage Deposit - £100.00 (non-cooking Stall) & £150 (Cooking Stall).
- Full payment shall be payable by the due date and non-payments shall be deemed as a cancellation of the stall hire and will be remarked as available for rental by others.

FOC Trading Standards Requirements

Food safety and Hygiene Regulations

- Frozen food should be stored below -18°C
- Chilled food should be stored between 1°C and 4°C. All uncooked meat should be stored separately below 4°C.
- Cooked food should be kept refrigerated.
- All Staff must wear clean clothes when handling food. Food preparation staff should wear a clear apron, head covering and use hand sanitisers. In addition, Food serving staff should wear gloves.
- Keep your cooking and display areas clean at all times. All food on display should be kept in clean and closed cabinets/containers off the ground.
- Stall-holders must bring their own bin bags/refuse sacks

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Health and Safety Regulations

- You must bring your own fire blankets.
- You must have a suitably equipped First Aid Kit.

- You must appoint a duty manager to be available on site at ALL times (Name badge will be Provided)
- Allow FOC health and safety officer to inspect your marquee at any time.

Trading Standards

- You must display Food Hygiene Certificate and Council Registration

- You should have public liability insurance, RAMS & HACCP
- You must display Allergen Information for loose and cooked foods.

- **You must display a price list.** Keep the prices reasonable across all food.

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Application for Sponsorship/Business/Trade marquees

If you are interested in a Business/Trade/charity or OBA/OGA Marquee, please complete the application form below and return it with a payment made to "Festival of cricket. In addition, together with the application all caterers must submit their council registration to the trade chairman on treasurer@festivalofcricket.org no later than 31st May 2024.

APPLICATION FORM

I/We wish to take part in the FOC on Sunday the 07th of July 2024 at **Hainault Recreation Ground, Forest Road, Fairlop, Essex IG6 3HX.**

I/We hereby apply to take one/more of the following options:

Please tick () your selection (only one package per company)

Services	Select	Type
Sponsorship	<input type="checkbox"/>	Gold
	<input type="checkbox"/>	Silver
	<input type="checkbox"/>	Bronze
Marquees	<input type="checkbox"/>	Business
	<input type="checkbox"/>	Trade
	<input type="checkbox"/>	Trade with cooking
	<input type="checkbox"/>	Charity /Professional Association.
	<input type="checkbox"/>	OBA/OGA
Banners	<input type="checkbox"/>	Ground
Advertisement	<input type="checkbox"/>	FOC Souvenir/Digital Screen
Leaflet Distribution	<input type="checkbox"/>	Event Day.

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Name-Marquee Holder:.....

Name Duty Manager onsite..... Company Name:.....

Name of Local authority (Caterers):.....

Number of stars (Caterers) Charity No.....

Address:.....

Telephone..... Mobile:.....

Email:.....

Brief description of use of the Marquee:.....

Payment to be made in Sterling/GBP only to **Festival of Cricket**

Lloyds Bank

Account No: 72958268

Sort Code: 30-96-26

BIC: LOYDGB21446

IBAN: GB75 LOYD 3096 2672 9582 68

Deposit refund details:

Account Name

Account Number Sort Code.....

I/We have read and understood the terms and conditions of the "Festival of Cricket" and will comply with them.

Signed Print Name:.....Date:.....

Return Form to,

Trade/Charity/OBA's/OGA's

Mr.Chinthaka Gunawardane

Mobile:07733933637

Email:chinthakagu@gmail.com

Business chairman

Mr.Shantha Saram

Mobile:07831406709

Email:saramshantha@gmail.com

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