

Pre car boot sale/preparation

The Hirer must provide payment to Bedale Town Council for the hire of the park as defined in the 'Bedale Car Boot Sale Conditions' document.

The Hirer must confirm public liability insurance of at least £5m is in place for this event.

The Hirer must provide two representatives **AT THE VERY LEAST** to receive gate receipts, and ensure a representative is on site at all times during the sale.

Hirer representatives must make a point of meeting the Sockjohn Promotions team no later than 5.45am to ensure smooth running of the event.

The Hirer must collect the park gate key, receipt books, high visibility clothing, litter pickers etc. from the Bedale Town Council office on the Thursday prior to the event between 9.30am-12.30pm, and return everything to the office the Tuesday after the event between 9.30am-12.30pm.

On collection of the park gate key the Hirer must provide a cheque for £50 (payable to Bedale Town Council) as a deposit which will be returned following a satisfactory inspection of the bin compound and the park after the car boot sale has been completed.

Note: Hirers must adhere to the conditions they have already accepted in their application

Opening and Closing

The car boot sale is open between the hours of 6.00am-1.00pm. Car boot sellers often arrive well before 6.00 am and it is expected that the Hirer's representatives will be on site from 5.45 am to ensure no traffic hold ups arise on the A684 or North End. Sockjohn Promotion personnel will be on site to assist with this process.

The Hirer is responsible for locking the gate on conclusion of the sale. Whilst the sale is due to complete at 1.00 pm it is highly unlikely the park will have been cleared of all vehicles by this time; the Hirer's representative must remain on site to lock up once the park is completely cleared – but also please note the paragraph below..

Hirers should be aware that Bedale Golf Club uses the park for overflow car parking on golf 'open' days etc. The golf club has a key to the park gate and will ensure the gate is locked following the conclusion of their 'open' event. Hirers should therefore check with the golf club if there is any doubt about cars remaining in the park.

If the sale is cancelled, OR if fewer than 30 sellers attend a sale, then the £150 hire fee will be refunded. The aim of this policy is that sparsely-attended sales (due to e.g. inclement weather) can go ahead without any financial risk to the hirer, avoiding disappointment to those sellers and buyers who do attend.

BEDALE TOWN COUNCIL

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Further Information

The high-visibility clothing provided must be worn at all times, as they provide a clear indication of the day's event organisers and provide a point of contact to all those attending should it be necessary.

All representatives should be aware of how to contact the emergency services and trading standards (0808-223 1133) if required.

It is the Hirer's responsibility to ensure that all litter is removed from the park. Eurobins are provided to assist with this process, the cost of which is met from the park letting fee. The bins are to be primarily used for collapsed packaging materials. Any other materials must be removed from site by the Hirer and it is in the interests of the Hirer to encourage car boot sellers to remove everything brought on to site. It is the Hirer's responsibility to provide bin bags as required. Absolutely no materials should be placed in the bin compound other than in the bins themselves and all bins should be fully closed.

Should the field and/or the wheelie bin area be left in an unacceptable condition, the Hirer will be liable for the clearing up costs. These will be taken from the deposit.

Gents and ladies toilets are provided at the south end of the park.

There is a defibrillator on the south wall of Bedale Hall (opposite Tourist Information Centre).

There have been occasions when the toilets have been left in an unusable state. Hirers are therefore asked to advise the Town Council by leaving a phone message (01677 427949 or 07939 136082) at the end of the event should either toilet be badly soiled. In any event Hirers should note the condition of the toilets on the car boot sale information sheet provided in the ring binder.

Car Boot Supervision

Bedale Town Council has appointed Sockjohn Promotions to assist with the management of the car boot sales. Sockjohn is operated by John Rogerson (07516 926568) who provides staff to assist at each event. The lead person each Saturday, with colleagues, will ensure the proper allocation of sites for car boot sellers and the organisation of car parking. The principal requirement for the Hirer is to collect the gate money and ensure the park is left clear of litter and generally tidy.

It is the Hirer's responsibility to settle payment for this service with Sockjohn Promotions on the day at the rate of £3.00 per vehicle.

Sole Caterer

The Town Council appoints a sole caterer to provide hot food, snacks, and hot and cold drinks to car boot sale sellers and attenders, and a sole ice cream provider. No other provision of food or drink for immediate consumption is allowed on the Park during the car boot sale. However, packaged foods to take away (e.g. preserves, whole cakes) are usually allowed. Consult Sockjohn personnel if in doubt.