



**Essex Christmas Wonderland 2021
Trader Information**

Date: 10th December to 24th December 2021

Garon Park, Eastern Avenue, Southend On Sea, SS2 4FA

Introduction

The Essex Christmas Wonderland is a BRAND NEW Christmas Wonderland based in the heart of Essex. The Essex Christmas Wonderland Is A Christmas Spectacular For All The Family

We are open from the 10th December to the 24th December at Garon Park in Southend (Essex). There is something for everyone with Fairground Rides, Ice Rink, Street Food, Bars, Giant Wheel, Christmas Market and MUCH More! We are open from 12 pm till 11 pm.

Location & Costs

There are a number of trading areas in the Essex Christmas Wonderland Market.

There will be approximately 15/20 stands in total in 2021. This includes all the retail and catering chalets.

We can supply a traditional alpine chalet which is reflected in the price below

| | | | |
|---|------------------|----------------------|---------------------------------|
| Standard (You Supply) | 3m x 3m | £350 per week | (£700 for the contract) |
| Standard Chalet (We supply alpine) | 3m x 2.5m | £600 per week | (£1200 for the contract) |
| Large Stand | 6m x 3m | £550 per week | (£1100 for the contract) |

If you require 13A or 16A power this is charged at £10 per day extra.

If you select the standard chalet we include the alpine chalet structure. All chalet rental prices include a limited supply of electricity and a single LED light.

Please attach a copy of your Local Council Registration and Food Hygiene certificate. We will give preference to catering offers that have a food hygiene rating of five.

All applications for catering stalls must include proof that they are registered with their local authority.

Payment

By submitting a signed application form you agree to adhere to our payment schedule. Failure to adhere to this will result in the re-allocation of your stand.

The bank details for The Organiser will be supplied to successful applicants on the invoice.

Application forms will not be accepted without the agreement to meet our payment schedule if paying by BACS.

PAYMENT OPTIONS:

Option 1

100% Payment Upfront plus £250 deposit for the chalet rental (if you choose for us to supply the alpine huts).

Option 2

50% Deposit Payment plus £250 deposit for the chalet rental (if we supply the alpine hut) & final balance to be paid by the 1st November 2021.

Option 3

25% Deposit Payment plus £250 deposit for the chalet rental (if we supply the alpine hut), 25% payment due by the 15th October and the final payment due by the 1st November 2021.

Additional extras including power will be required upfront.

Website Listing

We have a dedicated website to provide information about the full market offer to visitors - www.essexchristmaswonderland.co.uk We will be adding a full list of traders to our website and therefore require a brief description and your logo/image of the products you will be selling at the Christmas Market.

Please keep this to less than 30 words.

Security

When the event closes each day, a professional security company will be on duty and will patrol the site area through the night.

Parking

Vehicles cannot be left by stands and will need to be relocated to the main car park.

Set up/Pack Down

The Essex Christmas Wonderland opens to the public from the 10th December. Access for traders will begin from Thursday 2nd December 2021. A member of the events team will sign over your chalet hut to you directly after a safety induction, there will be a signed document to say that you have received your keys and understand the safety induction. It is then your responsibility to give this briefing to all your employees working onsite.

Close down of the event will be after trading finishes on the 24th December. All chalets are to be vacated by the 3 January 2022 at 9:00 am

Further details to be provided to successful applicants.

Stocking Up

All traders will be able to restock between 8am and 10am each day with all vehicles needing to be off site by 10:15 am PROMPT. It is vital that all traders use a banksman when coming onsite with vehicles. We have no storage space for any traders.

Refuse

Traders are responsible for their own rubbish. Industrial refuse bins will be available for traders' rubbish which they will be expected to break down and take to these bins. It is each traders' responsibility to ensure their site and their chalet is kept smart and tidy at all times.

Health and Safety

It is the responsibility of each trader to adhere to the health and safety conditions of the event. A copy of your risk assessment, public liability insurance and method statement (if applicable) will be required. Please email to traders@essexchristmaswonderland.co.uk

All traders are required to provide an appropriate fire extinguisher(s) for their unit.

Signage

We will be providing a 0.5m x 0.5m Foamex board for each of the traders, which we will be hanging for you, underneath the eave at the front of each chalet. This will provide the exterior branding for each trader and will be within the uniform we are creating for the site.

If you wish to have additional signage onto your chalet this must be pre-agreed with The Organiser. You may then use our preferred printer who will be able to print this for you at the correct size and standard.

PLEASE DO NOT PRINT ANY BRANDING BEFORE SPEAKING TO OUR TEAM.