



Christmas Market Terms and Conditions

By completing an application form you agree to our Terms and Conditions

1 APPLICATION, SELECTION AND PAYMENT

- 1.1 Stall applications must be submitted by Monday 04 May 2026, 23:59, with full contact details.
- 1.2 All invoices must be settled in full within 28 days of invoice issue.

2 FACILITIES AND EQUIPMENT

- 2.1 All stalls will be located in the Cathedral. The exact location of your stall will be determined by St Edmundsbury Cathedral and this decision is final.
- 2.2 Your stall must not exceed the dimensions set by St Edmundsbury Cathedral. This is essential for fairness on other stallholders.
- 2.3 No additional display equipment will be allowed unless it is pre-booked and fits within the dimension of the stall.
- 2.4 No equipment is to be dragged across the floor and any additional display equipment must stand on suitable rubber type matting.
- 2.5 Nothing is to be fixed to the Cathedral fabric.
- 2.6 Traders and stall holders are to ensure that all displays are stable with no risk of them falling and causing injury or damage.
- 2.7 The stall area must be left in the same condition as found.
- 2.8 Any damage caused should immediately be reported to a member of the Cathedral staff. The cost of repairing the damage may be charged.
- 2.9 All electrical equipment must be PAT tested; this includes battery operated equipment.
- 2.10 Portable gas appliances, flammable products, and open flames are not to be used.**
- 2.11 Arrangements for delivery of products and set up of stalls will be determined by St Edmundsbury Cathedral and shared with you with at least 30 days' notice.
- 2.12 Private car parking at St Edmundsbury Cathedral is not available.
- 2.13 Traders are responsible for all personal belongings, stock, and equipment at all times. St Edmundsbury Cathedral accepts no responsibility for any personal belongings, stock, or equipment becoming damaged or stolen at any time.
- 2.14 All refuse and waste generated will need to be cleared away at the end of the event. We encourage recycling of waste where possible.
- 2.15 If you are a stallholder selling food or drink for consumption, you will be required to provide your own liability insurance certificate at time of booking.

3 CANCELLATIONS

- 3.1 If the trader terminates the booking, the following cancellation charges will apply:
 - Within 7 days – 25% of stall fees
 - Within 8-28 days – 50% of stall fees
 - Within 29-60 days – 100% of hire charge
- 3.2 All cancellations should be made in writing and preferably emailed to the cathedral Christmas Market contact name in the information pack.
- 3.3 In the event of a national or global event which has a direct impact on the operational delivery of St Edmundsbury Cathedral, the Chapter can cancel and/or postpone and/or curtail any event with immediate effect that has an adverse effect on the mission of the Cathedral to serve the people and Diocese of St Edmundsbury.

4 GENERAL

- 4.1 Please be mindful of other traders.

- 4.2 St Edmundsbury Cathedral will promote the Christmas Market extensively through traditional and digital marketing and our networks. We encourage you to advertise the Market on your own platforms.
- 4.3 St Edmundsbury Cathedral accepts no responsibility for footfall to the Market.
- 4.4 St Edmundsbury Cathedral will charge an entry fee for visitors.
- 4.5 Smoking is not permitted anywhere within the footprint of the Cathedral and its grounds.
- 4.6 Users of the Cathedral premises are subject to the authority of the Dean and/or an officer or a member of the Cathedral Chapter.
- 4.7 In the event of an emergency follow the instructions by Cathedral staff and/or members of the emergency services. A Health and Safety briefing is given on the morning of the first day of the Market.
- 4.8 This agreement shall be governed by English Law.
- 4.9 No variation of these terms and conditions shall be effective unless agreed in writing with St Edmundsbury Cathedral.
- 4.10 No forbearance shall amount to a variation or waiver of these terms and conditions without prior written agreement.