

## **Stall Holder Terms and Conditions**

All stallholders are required to adhere to these terms, and submitting your application will be taken as your acceptance of them.

1. The decisions made by Highland Pride are final. Exhibitors are required to comply with all reasonable requests from a Highland Pride Representative or Event Manager.

### **Diversity, Equity, and Inclusion**

2. Organisations and brands exhibiting at Highland Pride must be fully inclusive of everyone in the LGBTQ+ community.
3. All organisations, brands and their representatives must adhere to our Code of Conduct.
4. Organisations focused on a particular gender identity should ensure that transgender, non-binary, and intersex individuals who identify with that gender are fully welcomed and included.
5. Highland Pride is committed to accessibility and parity of usage. Any price lists must be available in large print (at least 26pt font).
6. Disability awareness is required at all times (including but not limited to wheelchair users, restricted mobility, deaf, hard of hearing and blind people).

### **Stall Booking**

7. Upon submitting the application, the booking becomes non-cancellable and (in the case of vendors) non-refundable, and the invoice is due.
8. For vendors, payment of invoices is required within 7 days of issuance. Highland Pride reserves the right to cancel any booking if payment is not received within this timeframe.
9. Exhibitors are prohibited from selling, lending, transferring, or sub-letting the stall to any other party.
10. Stall Holders must have a written risk assessment and will be asked to provide it during the application process. The risk assessment must be available on the day.
11. For external stalls, a fire safety certificate must be available and a copy sent with the application for the gazebo.
12. Stall Holders must hold Public Liability Insurance, and a copy of the certificate must be provided with the application, and available on the day.
13. Under exceptional circumstances, Highland Pride reserves the right to cancel an offer. Refunds for Vendors will only be issued for cancellations made at the sole discretion of Highland Pride.

### **Setting Up and Breaking Down**

14. Exhibitors' stalls must be setup by the Setup Close Time, which will be communicated to you closer to the day.
15. Exhibitors' stalls must be ready and staffed from the start time of the Pride Market to the end time. These times will be communicated to you closer to the day.
16. Exhibitors must not close or break down their stall early unless agreed with Highland Pride.
17. Temporary parking will be available in the Pickup/drop off area by Eden Court, but the area must be vacated as quickly as possible. There is parking behind Eden Court, and in the Council Carpark, both of which are charged.
18. Stall Holders must arrive on time, Stall Holders who arrive late may be denied access to their stall.

19. The stall provided by Highland Pride inside Eden Court will comprise a table 6 feet long, and two chairs. There is limited electrical outlets, so please ensure you indicate on the application if you need electricity.
20. No tables or chairs will be provided for external stalls, the stall holder will be required to provide their own gazebo, table, and chairs. There are no electrical outlets provided for the external stalls. Highland Pride have a small number of gazebos, tables, and chairs available for hire.

### **Stall Operation**

21. The following items are prohibited: liquid or gas fuel generators (exceptions for external stalls may be granted), amplified music, smoke and smoke effects and strobe lighting.
22. Exhibitors must not give away any item that may cause excessive litter.
23. No fundraising is permitted unless pre-agreed with Highland Pride.
24. Stall Holders must keep their stall neat, tidy and presentable throughout the day.
25. Nothing may be affixed to the stall by any means, except for non-destructive clamps.
26. Any damage to the stall will be charged to the exhibitor.
27. Stall holders are not permitted to consume alcohol at their stall. This is to prevent accidental intoxication that would damage the reputation of the organisation the stall holder represents, Highland Pride, and the hosting venue
28. Smoking and/or vaping is only allowed in the hosting venues designated areas. The promotion of smoking, vaping or nicotine replacement products is forbidden.
29. There is no provision of mains water and no collection of waste. Exhibitors must remove all waste from their stall at the end of the day.