



Terms and Conditions Christmas Market 2025

1. Porthleven Harbour Market seeks to retain its reputation for selling a diverse range of artisan, products honestly priced and carefully sourced. We welcome primary food producers and growers, artisan food and drink producers, handmade and locally sourced, arts, craft, homeware and clothing. We do accept some merchants (sourcing from other producers) but this is limited and sellers must demonstrate individuality and ethical sourcing. We wish to avoid repetition of similar items. This is done by first completing the google form for the Christmas Market. For questions, please email the Markets Manager Tanya Noble on info@porthlevenharbourmarket.co.uk
2. All stalls/pitches will be allocated and must be adhered to.
3. **Electricity:**
 - Electric points are available on or near all pitches
4. If you require access to the front of your stall during trading you will need to design this within your 2m allocated width. Access will be at each corner of the marquee.

CANCELLATION POLICY

5. If traders do not attend on the market day with no notice, **NO refund will be given.** The markets continue to run on set market days in all weather (unless the temporary structure is deemed unsafe). It is the stallholder's discretion if not attending due to bad weather.
6. If a trader has paid for a pitch and cancels the following applies:
 - 6.1) After 8th August and until 24th October a £60 admin fee will be taken off the refund to cover associated costs with replacing you.
 - 6.2) after 24th October no refund will be given and you will be liable for the full pitch price.
7. It is the trader's responsibility to ensure their stall, stock or gazebo remains safe in windy and wet weather and could cause no harm to the public or themselves. H&D will take no responsibility for stock damaged due to bad weather or conditions. On confirming pitch Traders understand they do so entirely at their own risk (for example we cannot control condensation in a marquee).
8. H&D will provide a plastic sheet to cover pitch areas over night as well as overnight security 8pm-8am Friday night and Saturday Night. We cannot take responsibility for security of stock during the day during market trading hours.
9. Market trading hours are: 12pm-7pm Friday 5th December, 10am-6pm Sat 6th Dec and Sunday 7th Dec.
10. Stallholders are not permitted to pack up before the allocated closing time for health and safety reasons.
11. **Parking:**
 - There is **no parking reserved for traders in the Shipyard** including traders in The Shipyard Market.
 - Please be mindful that there is limited parking around town for visitors when parking for the day.
12. Pitches must be thoroughly cleaned at the end of each trading day with all rubbish and debris removed by traders. Traders must not use the public litter bins or bins in the Shipyard Market area. Rubbish generated by your stall or pitch is your own responsibility and must be disposed of in your own business facility. We will have a couple of extra bins for use by visitors during the weekend around the Shipyard.
13. Traders cannot move pitches during the day. For example traders cannot move into the indoor market area in poor weather if they have booked a marquee pitch. Traders cannot pitch up next to colleagues if they have originally booked stalls in separate market areas.
14. Displays and tables must not intrude into walkways or overflow into other space outside of your designated pitch area.



15. The markets operate a **no single use plastic packaging policy**. We want to protect our beautiful marine environment. For food, drink, art and craft packaging please find the most suitable eco alternative. Such as recycled paper bags, paper, cardboard, compostable products and other biodegradable alternatives.
16. It is the responsibility of all food producers to observe **Environmental Hygiene Regulations**. Caterers must have an up-to-date food hygiene certificate and keep accurate records as required by Cornwall Council. Advice is available through Cornwall Council.
17. **All traders must have and are to provide proof of Public Liability Insurance**. This needs to be sent to info@porthlevenharbourmarket.co.uk to confirm booking.
18. **All electronic equipment needs to be PAT tested and certificates may be requested at any time.**
19. The Market Manager may cancel bookings with no refund if Porthleven Harbour Market Rules and Regulations are not complied with or the behaviour of a trader is considered to be antisocial or considered to risk bringing the Market into disrepute.
20. **Antisocial behaviour at the market will not be tolerated in any form**. Antisocial behaviour includes shouting, bullying, swearing, drunkenness, racism, aggression, intimidation and any behaviour which makes others feel uncomfortable. This is towards the market staff, stallholders or members of the public. Antisocial behaviour will result in the cancellation of all bookings.
21. These Rules and Regulations are subject to change at the discretion of the Licensor.
22. Any instruction given by the Market Manager carries full authority and is to be regarded as final.