

**Please complete and return this application form to: Ben Coleman, Green Man Festival Limited, PO Box 57380, London, E1 6UU. No later than Friday 23 May 2008.**

**Please write the name of your stall here:** \_\_\_\_\_

**Tickets and vehicle passes are not being sent out this year, and must be collected and signed for at the gate by a member of your team, who must show photographic ID.**

**Please write their name here:** \_\_\_\_\_

Thank you for applying for a therapists pitch at The Green Man Festival 2008. This year we are only looking for therapists with at least two years post-qualification experience, and you must supply us with documented evidence of your qualifications from your examining body, i.e. ITEC Diploma etc. All qualifications will be thoroughly checked beforehand and on site inspections will take place during the festival.

We expect all therapists to provide their own structure, allowing them to provide therapies in all weather conditions. Therapist pitches are charged at £100 per therapist.

All applications must be accompanied check for £100 per therapist made payable to Green Man Festival Ltd, to ensure your booking. All unsuccessful applicants will be contacted, and have their cheques destroyed within one month of application.

This year's festival will run from Friday 15 August to Sunday 17 August 2008. Guests arrive from Thursday 14 August 2008, this is a trading day so you have to be on site and set up by 12 midday on Wednesday 13 August 2008. You may leave the site from 9am on Monday 19 August 2008.

For your application to be accepted you must ensure that you have completed and included the following:

- A completed copy of this application which includes you **signing the terms and conditions on page 7** stating that you have understood and will comply with them.
- A copy of you qualifications from a recognised examining body.
- A cheque for £100 per therapist made out to Green Man Festival Ltd.
- A litter deposit cheque of £100, this will only be cashed after the festival if you do not tidy up after yourself.
- A copy your insurance certificate for public liability insurance for no less than £2,000,000 or an amount that you feel is commensurate with the risk.
- PAT certification for all electrical appliances used on your pitch. This includes anything with a plug, such as lighting, a stereo etc. (It is a legal requirement under the Health & Safety at Work Act 1974 that all electrical appliances used in the workplace are inspected and checked). PAT testing must have been carried out within a year of August 20 2008. More information on PAT testing is available here: <http://www.pat-testing.info/>
- You must supply details of the type of therapy you propose to offer at the festival and a sample tariff; you will only be permitted to offer this therapy at the proposed prices;

### Checklist

You must be able to provide all of the following; if you do not use any electrical appliances on your pitch then you will not have to supply a PAT certificate. Photos of your structure are not essential but will enhance your application. These are the only exceptions.

	Included With Application	Not Applicable
<b>Signed</b> application form (signature page 7)		
Copy of your qualifications		
Cheque for £100 per therapist		
Litter Bond Cheque for £100		
Insurance Certificate		
PAT Certificate		
Type of Therapy / Tariff		
Photos		

### Your Details

Your Name:	
Pitch Name:	
Address:	
Address:	
Telephone:	
Mobile:	
Email:	
Website:	

### Pitch Details

Please fill in this section accurately; the sizes you give determine where you are placed, and are used in determining your pitch fee.

#### Pitch type

Marquee	
Other (please specify)	

#### Pitch size

To successfully site your pitch we require the following dimensions

- Pitch frontage: (The total width of the front of your pitch, **including any extra space you require for guy ropes, tow-bars etc**).
- Pitch depth: (The depth of your pitch structure only).
- Space behind: (The depth behind your pitch, to be used for storage, camping, car parking etc).

Please accurately list these dimensions below indicating whether you are using feet or meters.

Pitch Frontage	
Pitch Depth	
Space Behind	

#### Therapist Passes

Please list the total number of passes you need, (1 per therapist, £100 each).

#### Vehicles Passes

Vehicle passes are required for all vehicles parked behind the pitches. All other vehicles must be parked in the car parks and will not be allowed onto site at any time. Please list the total number of vehicle passes you need.

#### Amplified Music

No amplified music or PA systems are allowed without written permission from Green Man Festival Ltd or their designated representatives. Noise levels must at all times comply with the site license, Green Man Festival Ltd or their designated representatives reserve the right to confiscate your equipment should it prove necessary for the duration of the festival, at your risk and your expense. If you would like to apply to have amplified music on your pitch please describe your setup.

Output (In Watts)	
Music Type	

### **Description of Your Therapy**

Please give a detailed description of your therapy and the prices you propose to charge. Please give full details of your qualifications and tell us how long you have been a registered practitioner (minimum 2 years). If you work for / with a clinic, please provide details of where you work, what therapies you offer and how long you have worked there. Please feel free to send any other information you think we may find interesting, the more you can tell us about yourself the better!

## ELECTRICAL REQUIREMENTS FORM

Please ensure you complete this page for your application to be accepted. Even though you have entered your personal details above you must re-enter them on this page.

You may not bring your own generators onto site this is a condition of our license. The Powerline will be supplying all traders' electricity in 2008; if your application is successful you will be responsible for organising and paying for your power directly with them.

### Power in 2008 is priced as follows:

1 x 16amp supply for non food stall:	£55 inc. Vat
1 x 16amp supply for food stall:	£115 inc. Vat
1 x 32amp supply for food stall:	£155 inc. Vat

All other requirements will have to be priced individually if your application is successful.

### Your Details

Your Name:	
Stall Name:	
Address:	
Address:	
Telephone:	
Mobile:	
Email:	
Website:	

### Your Supply

Supply Type	Number Required
16 amp non food stall	
16 amp food stall	
32 amp food stall	

### Further Details

If you have unusual power requirements please list them below. Or if you do not know what your power requirements are, please list and describe every single electrical item you intend to use on your stall.

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## **Terms & Conditions**

### **1.0 Definitions**

- 1.01 In these terms and conditions the terms you or yours refers to the person or organisation that is applying for a pitch to trade from;

### **2.0 Application**

- 2.01 A signed copy of these terms and conditions, together with your completed application form, completed power requirements form, a fee of £100, a copy of your insurance certificate, a sample tariff, and PAT certification (if necessary) must be received before any application can be accepted;

### **3.0 Payment**

- 3.01 A fee of £100 per therapist must be paid on application;
- 3.02 An additional separate cheque of £100, must be received by Friday 23 May 2008; This will be destroyed after a designated representative of Green Man Festival Ltd has ensured that your designated pitch has been left tidy and in good order; If your designated pitch has not been left tidy and in good order, then Green Man Festival Ltd retains the right to cash this cheque to cover the cost of cleansing and making good;

### **4.0 Insurance**

- 4.01 You are obliged to take out insurance to cover any hazard or loss, which may occur at the festival, which will include Public Liability Insurance for no less than £2,000,000 or an amount that you feel commensurate with the risk; A copy of your insurance certificate must be sent with your application, no applications will be accepted without insurance details;

### **5.0 Losses**

- 5.01 You agree that Green Man Festival Ltd or any of their designated representatives are not responsible or hold any liability for any financial losses, or for any loss or damage of your equipment goods or personal belongings, or personal injury of representatives working for or connected to you or for any members of the general public attending this festival or event which are directly or indirectly incurred by you whatsoever.

### **6.0 On Site**

- 6.01 Green Man Festival Ltd and their designated representatives are solely responsible for the allocation of pitch sites;
- 6.02 You may not sub-contract your stall or any part of your stall;
- 6.03 Access to the site is from 9am on Tuesday 12 August 2008; Please note power may not be available until 6pm Wednesday 13 August 2008;
- 6.04 The number of passes available for your crew will be agreed in advance and shown on your confirmation sheet; Any extra passes will have to be bought at the full price of £105
- 6.05 You must be set up to trade by 12pm (midday) Wednesday 13 August 2008; This is so your premises are ready and available for inspection by the appointed representatives of Green Man Festival Ltd and the appointed offices of the local authority and fire and police services;
- 6.06 Hours of trading are from 10am on Thursday 14 August until 1.30am on Friday 15 August; From 9am on Friday 15 August until 2.30am on Saturday 16 August; (Or half an hour after the entertainment license ends); From 9am on Saturday 16 August until 2.30am on Sunday 17 August, (Or half an hour after the entertainment license ends); From 9am on Sunday 17 August until 1.30am on Monday 18 August; (Or half an hour after the entertainment license ends);
- 6.07 Green Man Festival Ltd will ensure that security personnel will be monitoring the stalls area from 9am on Thursday 14 August until 9am on Monday 18 August; Green Man Festival Ltd will ensure that you are placed within a fenced compound;
- 6.08 The number of vehicles you are allowed on site, will be agreed in advance and shown on your confirmation sheet; Please ensure that you have booked a large enough pitch to accommodate them; your vehicles must be parked behind your pitch by 9:30am on Thursday 14 August, once your vehicle has been placed on your pitch it may not be removed until 4am Monday 20 August; Any other vehicles must be parked in the Car Park and are not allowed on site;
- 6.09 The size of your pitch will be agreed in advance and shown on your confirmation sheet; if you book a pitch the wrong size, you may have to be re-sited at short notice, and you hereby indemnify Green Man Festival Ltd or their designated representatives against issues arising;

- 6.10 Vehicle movement on site is only allowed at the following times: before 9:30am on Thursday 14 August, between 4am and 9:30am on Friday 15 August, between 4am and 9:30am on Saturday 16 August, between 4am and 9:30am on Sunday 17 August, between 4am and 9:30am Monday 20 August, and after 2pm on Monday 18 August;
- 6.11 All deliveries to your stall must take place before 9.30am on any day during the festival period; All deliveries must be scheduled with the Stalls Manager or members of the Stalls Team;
- 6.12 Vehicles moving across site must not exceed 5 mph and hazard lights must be on; In an instance of adverse weather conditions, a ban on all vehicle movement across site may be imposed;
- 6.13 Vehicle movement across site is subject to change, you must at all times follow directions from the Stalls Manager, members of The Stalls Team or representatives of Green Man Festival Ltd;
- 6.14 There are no plastic or polystyrene disposables allowed on site, only biodegradable paper and wooden disposables are allowed;
- 6.15 No amplified music or PA systems are allowed without written permission from Green Man Festival Ltd or their designated representatives; Noise levels must at all times comply with the site license, Green Man Festival Ltd or their designated representatives reserve the right to confiscate your equipment should it prove necessary for the duration of the festival, at your risk and your expense;
- 6.16 No animals or pets are allowed on site, any animals brought onto site will be removed at your own expense; Failure to do this will result with your expulsion from site, with Green Man Festival Ltd entitled to retain your full pitch fee;
- 6.17 You are obliged to keep the area 10m in front of your stall tidy and free of rubbish; You will supply an appropriate number of 80 litre dustbins for the use of customers to deposit waste; You must ensure that all waste generated by your stall is placed in the appropriate bins provided;
- 6.18 Care should be taken not to cause any damage or change to the site, or to any of the fittings, equipment or any other property belonging to the site or to Green Man Festival Ltd or their designated representatives; You shall pay for any damage, including accidental damage caused;
- 6.19 You shall ensure that your designated pitch has been left tidy and in good order and that Green Man Festival Ltd or their designated representatives have deemed it so; Any cost for cleansing your site will be charged to you;
- 6.20 You are not permitted to make any recordings or broadcast of the event; All images and sound recordings remain the property of Green Man Festival Ltd;
- 7.0 Fire / Gas / Electricity / Water**
- 7.01 All stalls must supply, as a minimum, a 5kg dry powder fire extinguisher (tested within a year of August 17 2008) and a fire blanket. The provision of fire extinguishers must be commensurate with the fire risk within your stall.
- 7.01 Your site fee does not include electricity; you must arrange your electricity supply in advance with The Powerline, you will be invoiced for your electricity separately by The Powerline at the event;
- 7.02 All electrical equipment used within your stall must have portable appliance testing (PAT) certification from a qualified electrical engineer; PAT testing must have been carried out within a year of August 17 2008, copies of certification must be sent with your application, no applications will be accepted PAT details;
- 7.03 You will be placed near to a suitable water supply; (food stalls only)
- 7.04 All wastewater must be disposed of in the tanks provided, and not be poured onto the ground; The digging of sumps and soak-aways is prohibited;
- 8.0 Prohibited Items**
- 8.01 You are obliged to supply a sample tariff of products (including prices), which will be offered at the festival; You shall use the allocated pitch for the purposes listed on this tariff only; This tariff must be sent with your application, no applications will be accepted without tariff details;
- 8.02 You are obliged not to supply for purchase or gift, alcohol in any form whatsoever i.e. brandy-coffees, herbal highs, tobacco products, tin foil barbeques, kites, or any form of flammable equipment;
- 8.03 There are no plastic disposables allowed on site; you are obliged to use paper plates and cups, and wooden cutlery only;

**9.0 Health and Safety**

- 9.01 Ensure that you fully assess every client's suitability to receive a treatment before practising on them; (Contraindications)
- 9.02 Ensure that all working practices comply with the regulations as outlined in the Management of Health and Safety at Work Regulations 1999;
- 9.03 Ensure that all working practices comply within the regulations as outlined in the Manual Handling Operations Regulations 1992;
- 9.04 Ensure that all working practices comply with the regulations as outlined in the Personal Protective Equipment at Work Regulations 1992;
- 9.05 Ensure that all working practices comply with the regulations as outlined in the Provision and Use of Work Equipment Regulations 1992;
- 9.06 Ensure that all delivery, storage, containment, usage and removal of flammable liquids comply with the regulations contained in the following: The Management of Health and Safety at Work Regulations 1992, The Health and Safety at Work Act 1974, Highly Flammable Liquids and Liquefied Petroleum Gases Regulations 1972;

**10.0 Non-compliance**

- 10.01 Green Man Festival Ltd and their designated representatives reserve the right to remove you from the festival site, if you do not comply with the obligations as outlined within this document;
- 10.02 You may not be permitted to operate your stall or outlet if you do not satisfy the licensing requirements of the Local Authority; Green Man Festival Ltd and their designated representatives cannot accept any responsibility or liability if this situation occurs;
- 10.03 You agree to abide by the above clauses of 1.0 - 10.03 and indemnify, Green Man Festival Ltd their designated representatives against any claim, loss or liability arising from a breach of the above clauses/ regulations;

**Declaration**

I / we understand our obligations and regulations as laid out in this agreement and hereby undertake to abide by them, and the instructions of Ian Fielder, Green Man Festival Ltd their designated representatives;

Signed	
Print Name	
Date	

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