



## Winter Wonderland 2026 – Stallholder Terms & Conditions

**Event Date:** Saturday 21 November 2026

**Location:** West Kirby Grammar School

**Trading Hours:** 10:00am – 3:00pm

### 1. Application and Booking

Submission of an expression of interest does not guarantee a place at the event. Stallholders are selected at the discretion of the event organisers to ensure a balanced and high-quality mix of traders.

A booking is only confirmed once:

- the stallholder has completed the acceptance form, and
- full payment has been received.

The organisers reserve the right to decline applications where necessary to avoid duplication or where products are not considered suitable for the event.

### 2. Stall Fees and Payment

Stall fees are as follows:

- Indoor 6ft table (provided): £30
- Outdoor food / hot drinks pitch: £60

Payment must be made in full via the payment link provided.

Stalls will not be reserved until payment has been received.

### 3. Cancellation Policy

If a stallholder cancels their booking after payment has been made, **no refund will be issued.**

This reflects the fact that stall space is limited and may have been offered to other traders.

If the event is cancelled by the school for any reason, stallholders will receive a **full refund of the stall fee.**

The organisers will not be liable for any additional costs, losses, or consequential damages, including loss of income.



#### 4. Trading Requirements

Stallholders must trade only in the goods described in their application.

Stallholders are expected to offer goods that are genuinely handmade, designed, produced, or thoughtfully curated by their business. The resale of mass-produced items purchased in bulk from online marketplaces (including, but not limited to, Amazon, Temu, Shein, Alibaba, AliExpress or similar platforms) is not permitted. Any such items identified during the event may be required to be removed from sale immediately. Where this requirement is not complied with, the organisers reserve the right to require the stallholder to cease trading and leave the event without refund.

The organisers reserve the right to request the removal of any goods considered inappropriate, unsafe, or not in keeping with the event.

While we will aim to limit duplication, exclusivity of a product category is not guaranteed.

#### 5. Stall Set-Up and Operation

Stallholders must:

- Set up within the allocated space and follow all instructions from event staff
- Ensure their stall is presented to a professional standard
- Keep all walkways clear and free from hazards
- Remain open for the full duration of the event

Indoor traders will be provided with a table. Stallholders may bring additional display equipment (e.g. rails), provided it fits within their allocated space and is safe and stable.

#### 6. Access and Set-Up Times

Early access for set-up will be available on **Friday 20 November 2026**.

Further details regarding access times, parking, and unloading arrangements will be provided closer to the event.

All stallholders must comply with the instructions provided for arrival, unloading, and departure.

#### 7. Health and Safety

Stallholders are responsible for the safe operation of their stall at all times.

This includes:

- Ensuring equipment is safe and suitable for use
- Managing any risks associated with their activities



- Keeping their area free from trip hazards

The organisers reserve the right to require modifications to any stall setup that presents a safety concern.

No naked flames are permitted at the event.

### **8. Electrical Equipment**

Any electrical equipment brought on site must be safe and fit for purpose.

Stallholders must ensure that:

- Cables are safely secured
- Equipment is in good working order

Further requirements will be confirmed ahead of the event where applicable.

### **9. Food and Drink Traders**

Food and drink traders are responsible for complying with all relevant food safety and hygiene regulations.

This includes:

- Being appropriately registered with their local authority
- Maintaining proper hygiene and temperature control
- Providing accurate allergen information

The organisers will request confirmation and relevant documentation in advance of the event (likely October 2026).

Failure to provide required documentation may result in cancellation of the booking without refund.

### **10. Insurance and Documentation**

Stallholders are responsible for holding appropriate insurance, including public liability insurance.

The organisers will request confirmation and relevant documentation in advance of the event (likely October 2026).

Failure to provide required documentation may result in cancellation of the booking without refund.



## 11. Conduct and Compliance

Stallholders must:

- Follow all instructions from event staff and organisers
- Treat other traders, staff, and visitors with courtesy and respect
- Operate in a way that supports a safe and welcoming environment

The organisers reserve the right to require any stallholder to cease trading and leave the site if these conditions are not met.

## 12. Liability

Stallholders are responsible for:

- Their own property, stock, and equipment
- Any loss, damage, or injury arising from their activities

West Kirby Grammar School accepts no responsibility for:

- Loss or damage to stallholder property
- Theft
- Loss of earnings

## 13. Privacy Policy and GDPR

Please refer to the school's Privacy Policy for information on how your data will be used and stored.

A link to the policy can be provided here.

[WKGS Privacy Policy](#)