

Set Up

- By the GOLDEN GATES ONLY (Satnav DE45 1PN)
- Do not enter over the bridge or you will get caught up in the house one-way system
- Vehicle hangers and passes will be required from Friday morning to Sunday evening – this includes drivers and couriers.

Arrival

On arrival report to the Trade Stand Office or a Red Sock Steward who will show you to your allocated space. Please do not drive on the grass until you have been shown your space. Our marquee is called the **“Derbyshire makers marquee”**.

Wet Ground

If the ground is wet, please stop on the hard road when you arrive, and a Red Sock steward will direct you via a special route.

Passes

Passes will be issued on Thursday during set-up. You will not require any passes for entry on the Thursday.

You will be issued 2 passes per booking for each day. You will need to distribute these as necessary. You will be issued also with one trade car parking pass per business. This is for the trade car park stand only (Please see map) The other pass will allow you to access the visitor’s car parks.

- Windscreen vehicle passes must be displayed at all times
- Passes are required for all Event days or the public entry fee will have to be paid

Opening Hours

Trade Stands must open by 0900hrs and continue trading until 1800hrs on Friday and Saturday and until 1830hrs on Sunday.

Event Days

There is to be no vehicle movement on the site during the hours that the public are admitted. Restrictions usually apply between 0900hrs and 1900hrs but are subject to change (especially on Sunday evenings/busy days) and you will be notified on arrival. If you need to ship goods to the stand, you must arrive before 0900hrs with the relevant vehicle hanger and passes. A 5mph speed limit applies through the car parks with a 20mph limit on the hard road. Please keep strictly to these limits; there frequently are children and animals where you do not expect them.

A member of the VPDD team will be on site from 8am.

Breakdown

Your site must be completely clear and free of litter by noon on Tuesday 07 Sept. If you leave your site in a poor state, you will not be invited to participate in future years. Please be careful to retrieve cable ties and other smaller items. Police and stewards will forbid any vehicle entry to the showground/trade stand area until at least 1900hrs on SUNDAY EVENING for the safety of home-going pedestrians and traffic and to avoid congestion. Please note traffic restrictions may be extended beyond 1900hrs if there continues to be an unacceptable risk to pedestrians e.g., large crowd levels on site.

The Park

Chatsworth Country Fair is held in a private deer park. Please respect the environment and leave it as you find it. By taking space you agree that you and your contractors are responsible for keeping your site clear of litter

at all times. Traders who fail to clean up after the event may not be asked to return. Of special note, cable ties,

screws and smaller items are especially important to remove due to the wildlife in the park.

1.1 Animal Welfare

All dogs must be kept on leads except when competing. All other animals and birds must be properly looked after. The Event Organisers are not responsible for any action taken by gamekeepers to protect Estate wildlife.

1.2 Noise

Sound travels a long way in the park. All music and noise must cease by midnight.

1.3 Natural Hazards

There are a number of natural hazards within Chatsworth Park that all traders and contractors need to be aware of including steep slopes, open water, roaming animals, pot holes and uneven ground. Caution to be taken walking or driving around the park.

Traders selling alcohol:

- TEN Licence (Please see separate TEN document on the portal)
- Signed copy of the Alcohol Sales Acceptance letter
- Signed copy of the certificate for the personal licence holder(s) attending the event
- Copies of all applicable Personal Licences

First Aid

VPDD will have a First Aid Kit on the stand.

During set-up and breakdown there are First Aid personnel and facilities in Chatsworth House during working hours and during the event first aid cover is available at the north-east corner of the trade stand block (top of Row A) and at the medical tent by the house car park.

Public Liability Insurance

Please send a copy of your public liability insurance as soon as possible.