

Worcester Victorian Christmas Fayre
Thursday 29th November – Sunday 2nd December 2018
Entertainment Information



Event Information

Worcester Victorian Christmas Fayre is seen as the Midlands most prestigious Christmas Street Fayre and is celebrating its 26th anniversary this year. The event is held outdoors in the historic heart of the city and offers more than 150 stalls selling a wide range of colourful crafts, festive gifts and speciality foods. A unique atmosphere is created by Victorian themed costumes, seasonal decorations, a variety of street entertainment and traditional funfair rides.

In 2017 the event attracted more than 120,000 visitors with around 200 coaches travelling from all over the country. The Fayre's success is not only reflected in the continued growth in visitor numbers but also by the demand for entertainment slots and the number of entertainers that return to the event each year.

Thursday 29th November 12.00pm - 9.00pm

Friday 30th November 11.00am - 9.00pm

Saturday 1st December 10.00am - 8.00pm

Sunday 2nd December 11.00am - 5.00pm

Application Procedure

It is free to perform at this event.

Please complete the application form for entertainment to ensure you are included in the programme. The closing date for all completed applications is **Friday 7th September 2018**. Please ensure you have completed all information, as incomplete applications may not be considered.

Performance slots will be reserved on a first come, first served basis. If your requested performance time is not available, the nearest alternative time slot will be allocated to you. Your allocated time and position will be confirmed to you shortly after the closing date of applications.

Entertainment Areas

Entertainment consisting of 8 or more performers will be positioned in the main entertainment areas. These areas are:

- The Main Stage
- Bell Square, Crowngate

Groups of 8 or less may be positioned at other entertainment locations throughout the event. We regret that we are not able to supply chairs or other types of furniture for your performance.

Should you require any further information about the Worcester Victorian Christmas Fayre, please contact the team on 01905 722374, email Christmas@worcester.gov.uk or write to us at The Guildhall, High Street, Worcester, WR1 2EY

TERMS AND CONDITIONS

1. Health and Safety

- 1.1 Worcester City Council (“**the Council**”) requires a risk assessment from each entertainment group (“**Entertainers**”). This must be completed and returned by Friday 7th September 2018. If an adequate risk assessment is not provided by this date the Council reserves the right to withdraw or refuse the Entertainers application with immediate effect.
- 1.2 The Entertainers shall inform the Council as soon as possible of any changes to the performance and provide an updated risk assessment where necessary. No changes to performances will be accepted 10 working days prior to the event.
- 1.3 Entertainers must comply with all relevant legislation and Health and Safety regulations and follow the rules and / or instruction of the Council or any other bodies or authorities overseeing the event at all times.
- 1.4 Entertainers are responsible for the health and safety of their performers. By agreeing to perform, the Entertainers confirm that all appropriate consents and permissions have been obtained prior to the event. This includes, but is not limited to, permissions for first aid or urgent medical treatment during the event.

2. Liability

- 2.1 Subject to clause 0, the Council is not liable for:
- (a) The death of, or injury to the Entertainer, its employees or performers;
 - (b) Damage to any property of the Entertainer or that of the Entertainer's employees or performers;
 - (c) any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability whether direct or indirect or any consequential losses incurred by Entertainer or the Entertainer’s employees
- 2.2 Nothing in clause 0 shall limit or exclude the Council’s liability for:
- (d) Death or personal injury or damage to property caused by negligence on the part of the Licensor or its employees or agents; or
 - (e) Any matter in respect of which it would be unlawful for the Entertainer to exclude or restrict liability.
- 2.3 The Council’s total liability to the Entertainer or arising in respect of all claims under or in relation to the event shall not exceed the limit on our applicable insurance cover.

3. Indemnity

- 3.1 The Entertainer shall indemnify and keep indemnified the Council from and against all legal liability in respect of loss damage actions costs claims and demands in respect of any damage to any property moveable or immovable or injury to or death of any person by reason of or arising in any way directly or indirectly out of the presence of the Entertainer its employees or agents

3. Insurance

- 3.1** The Entertainer shall at all times maintain a public liability policy with a respectable and responsible Insurance company with an indemnity limit of a minimum of £5 million in respect of any one claim without limit as to the number of claims and provide a copy of this insurance policy to the Council with their application form where possible or in any event no later than Friday 7th September 2018
- 3.2** The Entertainer shall ensure that a copy of the insurance policy is brought to the performance

4. General

- 4.1** No vehicles may be parked in the event area. Entertainers must contact the Council to arrange for access to the event area. Time slots for coaches to arrive and collect Entertainers can be arranged by the Council where necessary.
- 4.2** Time slots provided to Entertainers must be strictly adhered to. The Council is unable to provide alternative slots to Entertainers who are late or unable to perform at their agreed time.
- 4.4** The Entertainer shall not cause or allow to be caused any avoidable damage to the Council's property during the event
- 4.5** The Entertainers shall not arrange for or encourage fly-posting or other illegal advertising within the City of Worcester in connection with their performance
- 4.6** In allocating the Entertainer a time slot and location the City Council takes no responsibility for whether the location provided for the performance is suitable. All locations preferences must be specified in the application form. The City Council will endeavour to provide the most suitable performance area but the Entertainer must ensure that they have familiarised themselves with the performance area prior to the event and if necessary revise their performance.

5. Charity Collections

- 5.1** If the Entertainer wishes to collect for a chosen charity they must advise the Council using the relevant section on the application form. All charities must be registered and charity numbers provided. Any Entertainers collecting monies without permission from the Council will be asked to leave the event with immediate effect.

6. Electricity

- 6.1** If required by the Entertainer an electricity supply will be provided free of charge. The Entertainer must state on their application that they require an electricity supply. Failure to notify the Council at application stage may result in an electricity supply not being available.
- 6.2** The Entertainer must ensure that all electrical items to be used during the performance must be listed on their application form.
- 6.3** The Entertainer must ensure all electrical equipment has been PAT tested before being brought into the Fayre area and must have certificates available for inspection by the Council during the event.
- 6.4** In addition to the electricity supply, those performers allocated to perform on the main stage located in the High Street will also be supplied with a PA System.
- 6.5** The electricity supply and PA System is installed and provided by a third party reputable organisation. In the unlikely event of an equipment or power supply failure, the Council will undertake reasonable steps to resolve the issue, but cannot be held responsible should any issues with the system not be resolved. No additional power sources are to be used without the prior written consent of the Council.