

## **Terms and Conditions for Stalls in the Market Place at The Muslim Convention 2025 (1<sup>st</sup> February 2025):**

In these Terms, capitalised words and expressions have the meanings specified below:

- "we/us/our/Charity": The Mainstay Foundation, a registered charity in England and Wales Charity Registration Number 1166017 whose registered office is situated at Office 11, 211 Kingsbury Road, London NW9 8AQ.

- "Event": The Muslim Convention 2025 including all lectures, workshops, seminars, Market Place and Kid Zone.

- "Event Venue": the location where the physical Event is held being the Coventry Building Society Arena

"Market Place": the area specifically designated by us for stalls within the Event Venue.

"Stalls": any stall which has successfully been accepted to set up one stall in the Market Place.

"Stallholder(s)/You/Your": an individual or entity attending to or participating in a Stall in any individual or collective capacity. If you register for the Event on behalf of a company or organisation, you confirm your authority to accept these Terms on their behalf, and you must ensure that all Stallholders from the same entity are aware of and bound by these Terms.

By participating in The Muslim Convention, stallholders agree to abide by these terms and conditions. Failure to comply may result in penalties, including expulsion from the Event.

### 1. Application Process:

(a) Individuals or entities will only be permitted to operate a Stall once a completed application has been approved by us and the barcode/entry pass provided in respect of the Stall.

(b) We reserve the right to accept or reject any application without providing a reason.

### 2. Each Stallholder shall:

(a) Adhere to the regulations, guidelines, and protocols established by the Event Venue, including those pertaining to health and safety, and comply with any reasonable directives issued by or on behalf of the Charity and the Event venue management.

(b) Conduct themselves in a courteous, professional, and appropriate manner that does not violate any national law or regulation, nor harm or have the potential to harm the reputation of the Event or the Charity;

(c) Ensure they possess adequate insurance coverage for their needs, encompassing personal accidents and insurance where applicable before participating in the Event;

(d) Any Stallholder who in the opinion of the Charity or the Venue management is not complying with these Terms may be removed from the Event. In such circumstances, a Stallholder shall not be entitled to a refund of any fees paid.

### 3. Stall Allocation:

Stalls will be allocated based on the nature of the products or services offered and available space as well as health and safety considerations. The decision of Stall allocation by us is final and non-negotiable.

### 4. Stall Operation:

(a) Stallholders must ensure that the Stalls must be set up and ready for operation at least one hour before the Event starts.

(b) Stallholders must ensure that the Stalls must operate throughout the entire duration of the Event unless otherwise agreed upon with the Charity.

(c) Stallholders must ensure that Stalls must not impede access to the aisles or obstruct emergency exits.

(d) Stallholders must ensure that any items for sale or display must be physically placed on the Stall only and not adjacent to any area surrounding the Stall.

(e) Stallholders must ensure that Stalls must be cleared and cleaned within one hour after the Event concludes. Stalls failing to comply may be subject to a cleaning fee.

#### 5. Food stalls

(a) Stalls selling or providing food must comply with all local health and safety regulations.

(b) Stalls must obtain and display all necessary permits and licences for food handling and provide us with copies of these permits and licences at least 72 hours before the date of the Event.

(c) Stallholders must comply with all local laws and regulations related to food handling and sales.

(d) Stalls must be set up in accordance with fire safety regulations and ensure that fire safety equipment is readily available for use in accordance with the equipment to be utilised at the Stall.

(e) Stallholders must ensure that all food must be prepared and served in a clean and sanitary manner and maintain the highest standard of food hygiene and safety.

(f) Stallholders must ensure that the ingredients of all food items must be clearly and accurately labelled as well as providing prominent and correct information about allergens in food items.

#### 6. Products and Services:

(a) Stallholders must ensure that all items sold or services offered at their Stall must be in compliance with the laws of England and Wales.

(b) Stallholders must ensure that all items sold or offered at their Stall must not be political, offensive, inappropriate or harmful in nature or have a potential to be construed as such.

(c) The Charity reserves the right to request the removal of any item or service deemed unsuitable for the Event.

#### 7. Pricing and Transactions:

(a) Stallholders are responsible for determining their own pricing at their Stall.

(b) Transactions must be conducted in a fair and transparent manner.

(c) Stalls are encouraged to display prices clearly, and any additional charges must be communicated upfront.

#### 8. Insurance and Liability:

(a) Stalls are responsible for their own insurance cover.

(b) The Charity is not liable for any loss, damage, or injury to any Stallholder or any of its items or equipment incurred during the Event.

#### 9. Miscellaneous

(a) Stallholders must keep noise levels to a minimum and be mindful of other stallholders to ensure a pleasant atmosphere for all attendees at the Event.

(b) Waste must be properly disposed of in designated areas, and Stalls should be left clean after the Event.

(c) Stallholders requiring electricity or any other utilities must communicate their needs during the application process.

(d) Stallholders must use only the allocated power sources.

#### 10. Compliance with Laws:

(a) Stallholders must comply with all local laws, health and safety regulations, fire regulations and any other applicable rules.

(b) Stallholders must secure any necessary permits or licences for their operation.



**11. Amendments to Terms and Conditions:**

- (a) The Charity reserve the right to amend these terms and conditions at any time.
- (b) Stallholders will be notified of any changes, and their continued participation denotes acceptance of the modified terms.

**12. Termination of Participation:**

The Charity reserves the right to terminate a Stallholder's participation in the Event for any reason, including but not limited to non-compliance with these terms and conditions.