

Market Service Fees and Charges Equipment Hire, Staffing Costs and Conditions 2018

The Market Service holds 90 gazebos and trading equipment which will be provided, assembled, dismantled and collected by the Markets Team between 07:00hrs – 17:00hrs Monday – Saturday only subject to the following charges and conditions :-

Charges :-

Gazebo hire with two staff	£30.00 per gazebo
Concession charges for community or charities, including two staff	£10.00 per gazebo
Concession charges for all Council Services, including two staff	£10.00 per gazebo
Delivery and collection charges over ten miles	£0.45 per extra mile
Additional member of staff Monday - Friday	£9.00 each/per hour
Additional member of staff Saturday	£13.50 each/per hour
Additional vehicle hire and driver to deliver and collect only	£75.00 per day
Risk Assessment site visit and paperwork	£175.00 per visit
Associated work to resolve equipment damage (Minimum two hours)	£25.00 per hour

Conditions :-

- All gazebos must be insured by the event operator for £236.00 + vat each (Prices at December 2017) and a copy of the insurance schedule must be provided with the hire application form.
- All equipment hire and staffing charges must be paid in full seven days prior to the event and payable to RMBC. Payment must be sent to the Market Office, Centenary Market Hall, Howard Street, Rotherham, S65 1EL.
- The event operator is responsible for checking the condition of the equipment and must report any damage prior to the event opening to traders or members of the public.
- A Risk Assessment must be provided prior to the event opening for approval. This must include actions taken in the event of unforeseen weather and wind that may cause damage to the Council's equipment.
- The Market Service takes no responsibility for any damage or injuries caused during the event and the event operator will have a nominated safety officer on site throughout the event.

- The Markets Team will leave site after the equipment has been assembled and return after event closure. The event operator is responsible to supervise the equipment until a member of the Markets Team arrives at the agreed time.
- All charges are subject to VAT conditions.