

NOTTING HILL CARNIVAL NEW TRADERS FACT SHEET

Below are frequently asked questions and guidelines for street trading at Notting Hill Carnival. Please read the information carefully and ensure you are able to comply with the requirements and street trading licence conditions, before applying onto the street trading reserve list.

Q1: How does the application process work?

The application process works in three stages



Traders who have complied with their licensing conditions from the previous year, will be given first refusal over their site.



These traders will be given the opportunity to transfer to an alternative location, subject to availability.



All remaining sites are offered up to those on the reserve list, on a first come first served basis.

Q2: What are the requirements of becoming a street trading at Notting Hill Carnival?

All traders must

- Be over the age of 18 years old
- Have a National Insurance Number
- Have proven UK residency
- Have Third Party Public Liability Insurance for the duration of the event, up to the value of £5,000,000 (Please see Q5 for more information.)
- Must not have any convicted offences of unlicensed street trading within the Royal Borough of Kensington and Chelsea.

When applying for a licence you will be required to provide documentation to support the above. The Royal Borough is required under Section 6 of the Audit Commissions Act 1998 to participate in the National Fraud Initiative (NFI) data matching exercise. All information provided, will be used for cross system and cross authority comparison purposes for the prevention and detection of fraud.

Q3: What commodities can I sell at Notting Hill Carnival?

Traders are able to sell Food, Non Food Goods or both, this includes soft drink beverages.

Q4: What can I not sell at Notting Hill Carnival?

Street traders are not **permitted to sell alcoholic drinks of any types** i.e. spirits, ales, beers, lagers, Guinness, port, wine, baby sham, rum punch or jellies.

Second hand toys or electrical equipment, knives, solvents or any kind or real or imitation firearms are not permitted!

No counterfeit goods or unauthorised copies of copyright designs or labels. Fortune-telling, tattooing, body piercing, head massage, hairdressing or tarot reading are also not permitted.

Q5: Where can I obtain Third Party Public Liability Insurance?

All traders must obtain Public Liability Insurance before their application can be processed. Your insurance must cover you up to the value of £5,000,000 which is a standard cover.

As a local authority we are unable to recommend any third party services, for your convenience, below is a list of insurance companies that street traders have used in the past. You may wish to use a company below or find your own.

- NMTF
- Wendy Fair
- Combined Markets
- Your own insurance broker

Q6: Are stalls provided to traders?

No, traders must provide their own stalls, ensuring that they have stalls suitable to conduct their trading. The stall, equipment and marquee if using one must fit within the designated area given. Stalls must be of **metal construction** and capable of bearing the weight of all equipment and products.

Q7: Are traders provided with water?

There are currently eighteen static drinking water units, positioned in the carnival area for the sole use of our traders. Although we do provide limited water, we advise all traders to provide their own, as the water does run out during the event and the units are not refilled until the next morning.

Q8: Are traders provided with electric?

Currently the Royal Borough does not provide electricity for carnival street traders. Traders will need to provide their own power supply via a generator.

Q9: What type of generator do I need and where can I get one?

The London Fire Brigade recommend all traders use **diesel generators** as they generally require less refuelling and the fuel is more stable. Generators can be hired from a reputable hire company. It is important that traders who have their own generator gas safety check them yearly. A gas safety certificate will need to be provided on request.

Q10: What are the trading times?

The street trading licence is valid between 7am and 8pm and trading can only be carried out between these times. All traders must cease at 8pm each day.

Q11: Is parking provided to street traders?

No, all traders vehicles must be removed from the Carnival area by 9am. (This time is subject to the event schedule and maybe liable to change.)

Q12: Can I bring a vehicle into the carnival area to store stock?

No, as mention above all vehicles must be removed from the Carnival area. The stall, stock and trading must be kept fully contained with the designated pitch size.

Q13: What are the sizes of the pitches?

There are five types of pitch sizes at Notting Hill Carnival
(Sizes shown as Width x Depth)

4m x 2m & 4m x 4m (W x D)

These sites are recommended for small concessions. For example traders selling a small sectional of goods or concentrating on a particular product, has very minimal equipment and stock. This site is not recommended to traders who have large catering equipment or several BBQ's.

6m x 3m & 4m x 5m

These sites are recommended to traders who require a lot of space, for equipment and stock. Traders wanting to bring large jerk pans and BBQ would be advised to apply for these larger sized sites.

Ice cream site 10m x 2m

These sites are for ice cream vans or mobile units only! Their locations are positioned at key exist points within the Notting Hill Carnival area. The unit must be able to move immediately if needed! Static sites will not be allowed.

Q14: How much does it cost to have a site at Notting Hill Carnival?

The costs below are based on last year's event. (They maybe a slight increase but this is subject to inflation and any additional services cost.) The correct fees for this year will be set in April 2010.

TYPE OF PITCH	SIZE	FEE
Smallest	4m x 2m	£360
	4m x 4m	£720
	6m x 3m	£810
Largest	4m x 5m	£900
Ice Cream	10m x 2m	£900

I hope that you found the information above useful. If your have any further enquiries please email the Filming and Events Office at Carnival@rbkc.gov.uk