



## Producers Terms and Conditions 2025

### Definitions:

- **The Organisers:** refers to the team involved in coordinating the Taste of Thame event
- **The Exhibitor:** refers to you.

### PARTICIPATION TERMS & CONDITIONS

As an exhibitor during Taste of Thame you are joining a collaboration of local food & drinks businesses and producers, working together to provide an event for residents of and visitors to Thame. To ensure the success of Taste of Thame we ask exhibitors to agree to the following:

### ENTRY PROCESS

1. Submit our online Application Form, no later than Friday 28 March 2025 through our website [www.tasteofthame.co.uk](http://www.tasteofthame.co.uk)

Please note: Every effort will be made to accommodate all applications within 5 miles of Thame however the Organisers reserve the right to only accept exhibitors back to the event for a maximum of 2 years in a row to ensure a varied event and allow exhibitors from the same categories to receive equal exposure. The Organisers also reserve the right to limit the number of producers from any one category to ensure variety at the event.

2. Exhibitors, other than those who already have a space identified (e.g. Montesson or StrEat Meet markets) will receive an email detailing the space they have been allocated. Exhibitors will have one week to confirm in writing their acceptance of their allocated space and pay the entrance fee detailed below (invoices will be provided). By paying this fee the Exhibitor confirms that they have viewed the space and are aware of any restrictions it may impose. If the Organisers do not hear back from you by this date, then your allocated space may be offered to an alternative exhibitor.

Please note: Taste of Thame is curated as a single event across several different venues. Every effort will be made to ensure that the space allocated to each Exhibitor is suited to the produce they are bringing, however spaces available vary significantly in nature from one venue to another.

### FEES

- Each exhibitor is required to pay an entrance fee of £25 to contribute towards the publicity costs of the event.

- Cancellation policy – if an exhibitor decides to withdraw from Taste of Thame before 30 April 2025 they will receive a 50% refund of their participation fee. Cancellations after 30 April will be non-refundable due to the costs already incurred.

## EXHIBITORS COMMITMENT

- Exhibitors commit to providing high quality products, in keeping with the details provided through the Application process.
- Exhibitors must ensure that all items for sale are clearly priced and that the company name is on display at all times.
- The Organisers reserve the right to decline entries which are deemed not to be in the spirit of Taste of Thame.
- The Organisers have no responsibility for or liability from any business that may ensue from an Exhibitors participation in Taste of Thame
- All exhibitors must notify the Organisers as soon as possible if any of their contact details change prior to the event.
- Exhibitors commit to provide high resolution images alongside their entry form to be used on the Taste of Thame website. If these are not provided exhibitors understand that they will not receive the same profile as other exhibitors. These should not include any advertising material such as a banner or logo.
- Once profiles are updated to the website, Exhibitors will be required to proof check this. Changes will not be made unless instructed by Exhibitors.
- Exhibitors will include the official Taste of Thame logo in a prominent size and position - preferably at the top of the page - in any additional marketing activity that they produce. The logo is available on Taste of Thame web site or can be supplied by email direct to you. Exhibitors should also include the Taste of Thame website address - [www.tasteofthame.co.uk](http://www.tasteofthame.co.uk)
- Exhibitors will commit to promote Taste of Thame through their online presence, and share and comment on other posts shared by other exhibitors and venues who are also participating in the event to help to boost the overall presence of the event online, incorporating the following:
  - #tasteofthame
  - #thame
  - Link to @tasteofthame sites on Instagram and Facebook

## EXHIBITORS RELATIONSHIP WITH A VENUE

- By applying to be part of Taste of Thame, Exhibitors consent to the Organisers determining which venue they will be placed in and agree not to approach Taste of Thame venues directly unless in agreement with the Organisers.
- Once confirmed, Exhibitors will be introduced to their venue manager and commit to liaise directly with them to finalise layout arrangements and agree a time for set-up and set-down of their event.
- The Venue cannot play a role in making sales. Exhibitors are responsible for managing this themselves and must be in attendance at all times to enable this to happen unless there is a mutual agreement with the venue of an alternative arrangement.
- At all times exhibitors must remember that they are exhibiting in a business and therefore the needs of this business must always be considered. Any Exhibitor who is deemed to have prevented a business from trading will be asked to remove their exhibition and will not be entitled to a refund of the exhibition fee.

- This event relies on the willingness of business venues to host the event for free. Although businesses do commit to support the event, Taste of Thame cannot accept responsibility for any venues becoming suddenly unavailable, for example due to closure. Where loss of venue occurs due to situations outside the control of Exhibitors a full refund of their entry fee will be given unless a suitable alternative venue can be sourced.
- If a venue hosts two or more exhibitors, the Venue will be responsible for allocating space within the venue. Exhibitors commit to collaborate with the other exhibitors sharing this venue.

## **THE ORGANISERS COMMITMENT**

- The Organisers will commit to creating and updating a website for the event.
- The Organisers will create and implement a publicity plan including a Social Media plan, local press releases, and where possible links to local radio and TV opportunities. Whilst every effort will be taken to ensure the profile of the event is high, the Organisers cannot be held responsible for other organisations choosing not to publicise the event as hoped.
- The Organisers will provide Exhibitors with a promotion pack that includes flyers, posters and instructions for social media posting.
- Whilst every effort will be made to ensure the accuracy of information included in the Taste of Thame flyers/website, the Organisers cannot be held responsible for any omissions or mistakes which occur as a result of incorrect or late information being provided by exhibitors.