

Pop Up Fairs shop

Terms & conditions of our Popup store Royal Victoria Place, Royal Tunbridge Wells, Kent.

Shop address – Unit CK02 Calverley Row, next to Buzz barbers & M&S!

Open 16th November – 27th December2024

We are dedicated to maintaining a high standard throughout the store so we may adjust your display throughout the duration of the event should items sell out/we feel the merchandising could be improved to maximize sales. The position of the fixture is determined by us. You must only drop off and pick up stock in your agreed time slot. The shop will be manned at all times and my insurance covers theft, vandalism or damage caused by fire or flood. The entire shop's stock is covered up to £50,000.

Items such as jewelry (you can provide your own lockable cabinet). You are encouraged to provide a small sign so customers can clearly identify your products.

No roller banners, business cards can also be displayed on our fixture.

You will be given a time slot to arrive. Should your items sell out we can replenish them for you. If you need to drop more stock we will be in touch and arrange a time for you to bring more items in. We can hold stock for you in our stock room.... Unfortunately, we will be unable to accommodate walk-in drop offs without a pre-arranged drop off time as this violates our risk assessment. We will be limiting the amount of people in store when it comes to dropping off stock.

We will provide you with a stock sheet which needs to be completed before dropping off stock. All products must be listed on the stock sheet we send you. With code two initials of your business to start then example 001/002/003 all stock must be priced. *We are unable to accept any stock without a completed stock sheet.* This ensures that your product sales are allocated to you correctly and covered by our insurance. We are unable to sell any second-hand items in the shop.

All items must be clearly labelled with the price and your website address to ensure we are able to allocate the payment from each item to the correct business. All card

payments will be processed with a 1.69% transaction fee this will be deducted from any payments made to you.

You must agree to deal directly with customers wishing to return any items to you via email. And follow legal guidelines for returns/refunds we will not do this ourselves in the store!

TERMS AND CONDITIONS OF HIRE

Terms and conditions payment must be made within 24 hours of the invoice due date, failure to do so means you are not guaranteed a space. By signing this agreement, you are confirming that you have your own public liability insurance and that any negligence on your behalf is not covered by us. Once the stock is taken away from the shop e.g. purchased or collected by yourself our liability for the stock ends. By signing this agreement, you indemnify Beautiful Brands Pop Up against any claims however so arising from your negligence. We will not be held liable for any injury caused by your stock outside of our premises. Every effort is made to ensure footfall to the shop; however, we cannot guarantee footfall and refunds will not be issues in full or in part under any circumstances if footfall or product sales does not meet the stall holder's expectation you must not replenish stock outside of agreed timeframes. This is essential to both the shop running effectively and everyone's safety. By signing this you are aware that we cannot sell any age restricted products and it is in the interest of the stall holder to promote their involvement as much as possible.

There will be 20 Independent brands in the store! This will be a curated store, so some businesses may be unsuccessful in their application.

The shop will run from:

16th November 2024 until the 27th December 2024.

Monday - Saturday 9am-5pm, Sunday 11:00 – 16:00pm.

We reserve the right to amend times accordingly!

The fee is £80 per week for 5 tier shelf display. Minimum of 3 week booking rental!

Your five tier unit is included in this fee rate by us.

By agreement and availability, we may be able to offer x2 shelf spaces for £40.

6ft Clothing rail space is £100.00 - you must provide your own rail!

The shop works as a 'rent a shelf' system. You bring in your stock put it out on your fixture and then we take care of the rest!

We won't be taking a commission. You will keep all the sales from your products.

We will send you a weekly report of what you have sold – you will then raise us an invoice. Payments will be made via BACS within 24hrs.

You will be given a time slot to attend the shop to drop off your stock. This will be either 14th Or 15th November....time slots available will be either 9.15am, 11am, 1pm,2.30pm to be agreed with us!

The shop will open 16th November 2024 @ 9am. There is also a big event going on in the Shopping center that day!

You do not need to supply a card reader.

Banners are not allowed in store!

The unit must not be altered in any way e.g. items stuck/ nailed to the fixture.

Merchandising Images and spec of units detailed below - we can change exact units if problems with deliveries happen but will still provide you with a suitable alternative unit You will only be given one of the below units and you will not be given additional floor or wall space unless agreed by us.



Key Dates

Stock drop off 14th & 15th November 2024

Pick up will be agreed by us on 27th December between 3pm -5pm!

You must be able to drop your stock between these dates & collect on this date.

You may send stock by courier to the shop on that date or bring in vehicle or bring by train on a trolley/suitcase. We will be available to help assist you.

Advertising

We will have influencers attending the shop to promote it, plus social media ads on Facebook and Instagram, leaflets will go out as well as advertising on RVP shopping Centre marketing sites! Please also do your own social media posts/advertising to say you're in the shop - dates and opening times!

We will provide gift bags & wrapping in sustainable materials. You may also leave us with your own branding bags if you wish.

By signing this agreement, you are confirming that you have read the above **terms and conditions** and agree in full.

You are also confirming that you have authority on behalf of the above-named business to sign below.

Please note this is a curated store, so some businesses **may be unsuccessful** in their application.

This contract is between:

Marie Bell of Pop Up Fairs and the below-signed individual.

(Please upload a copy of your public liability insurance)

Name:

Address:

Email address:

Business name:

Business website:

Dates:

16th November – 6th December – **3 weeks**

16th November – 27th December – **6 weeks**

Signature:

Date: