



# Abertay Students' Association

## Freshers' Fayre 2025 – Stall Terms & Conditions

***By submitting a booking form to Abertay Students' Association you are indicating that you have read, understood and agree to the following terms and conditions:***

### Booking & Payment

Receipt of completed booking forms does not constitute a booking until full payment has been made. Your stall is not reserved until payment is complete.

Abertay Students' Association reserves the right to refuse any booking which they deem unsuitable for inclusion in the Fayre and holds the sole right to determine such matters.

Failure to attend the Fayre or cancellation later than Monday 18<sup>th</sup> August 2025 will not be subject to a refund.

Late arrival may result in the stall being dismantled and/or re-assigned without a refund. Payment for your stall is due 30 days from receiving your invoice or before 1st September, whichever is soonest.

Payment can be made by:

- BACS: BACS details are provided on your invoice.
- Cheque: Cheques should be made payable Abertay University Students' Association, clearly stating your invoice number on the reverse.

Agencies booking stalls on behalf of a client are responsible for passing on all relevant information, including these Terms & Conditions, to the appropriate person and Abertay Students' Association will not be held responsible for the failure of an agency to supply the correct details.

### Stallholders and Stalls

Only two representatives are permitted per stall.

Any stands that are larger than the designated stall space agreed on the booking form will be refused. If you require additional space, you must obtain permission from the Abertay Students' Association Team. Please note this may incur an additional cost above the stated stall prices.

Every stall comes with a table and two chairs. If you do not require these facilities, please notify Abertay Students' Association by Friday 22<sup>nd</sup> August 2025.

If bringing your own stall structure, you are responsible for setting up and taking down the stall. Setting up time is 08:30–09:30; taking down time is 16:00–17:00 on the day of the Fayre. Representatives of your organisation manning the stall should be reminded that they cannot utilise the space in front of the table provided to ensure a clear walkway for attendees.

Items that are left for collection by a third party after the Fayre finishes is done so at the owner's risk. Abertay Students' Association will not take any responsibility for loss, damage or theft of any items. In addition, Abertay Students' Association cannot be listed as the named contact for any third-party collections, as this would constitute a security risk. Exceptions to this rule can be made on case-by-case basis and at the discretion of the Association's team.

## Distribution & Storage of Materials

Distribution of flyers is only allowed at individual stalls. At no time may you flyer or distribute items in any other part of Freshers' Fayre or Abertay University buildings.

Materials handed out at the Fayre must relate specifically to your organisation. Sharing of stalls or distributing materials not directly related to your organisation is not permitted and could result in immediate expulsion.

All materials utilised on your stand (including boxes, papers and giveaways) must be cleared from the Freshers' Fayre no later than 17:00 on Wednesday 10<sup>th</sup> September 2025. Any items left after the Fayre finishes on 10<sup>th</sup> September are not the responsibility of Abertay Students' Association and may be discarded during the clean-up.

Items may only be stored underneath your allocated stall. At no time may you utilise the area surrounding your stall for storage.

## Restrictions on Distribution

The taking of any form of payment (including debit/credit card, cash or cheque) is forbidden at all stalls, unless specific arrangements have been made beforehand with the Abertay Students' Association Team. Failure to comply will result in immediate expulsion.

Stalls must not display images that may be deemed offensive or demeaning to liberation groups at the Fayre. In addition, Abertay Students' Association retains the right to veto the display or sale of any goods it reasonably deems offensive and holds the sole right to determine such matters.

## Expulsion

Failure to meet the Terms & Conditions may result in immediate expulsion from the Fayre without a refund for your booking.

***Thank you for choosing to take part in our Fayre!***