Manchester Christmas Markets 2023
Site Specific Traders Information - Appendix 1
Market Street

Location:	Market Street, Manchester. M1 1PW
Trading Dates:	Friday 10th November 2023 – Thursday 21st December 2023
Trading Times:	10.00am – 8.00pm (6.00pm on final day and 6.00pm every Sunday in line with Market Street retailers)

Market Set-up (Bump-in)

Unless personally stated otherwise, houses will be in place and ready for your fit out from **8.00am on Sunday 5th November 2023**. To acess by vehicle you will need to drive down High Street and turn on to Market Street (M1 1PW). The automatic bollards will drop between the hours of 6.00am to 9.30am.

We do not have an override keys for these bollards. These are the vehicle access times for each day. If houses are in place before this date, we will telephone you so that you can have access sooner.

You will require 3 padlocks to secure your house.

When fitting-out your house, you are required to secure the entire site you are to work in and prevent other traders and/or members of the public from entering.

Market Closure (Bump-out)

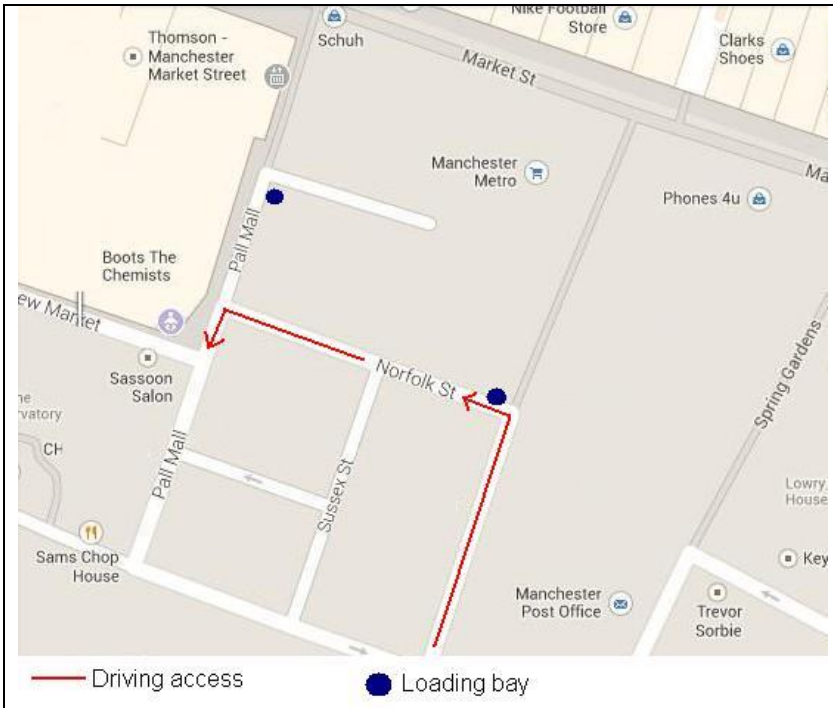
Vacating your house – please ensure all goods / fixtures & fittings are removed from your house by 8.00pm on 21 December. The houses will be removed from site shortly after this time. Please remove all padlocks. Any items left on or in the houses will be disposed of.

On the last day of the market please dispose of your rubbish in the bag provided and leave at the designated collection point. All display equipment must be removed by the trader and not left on site. Traders leaving rubbish and unwanted display equipment on site will be charged for its removal.

All traders selling food products (i.e. cheese or sweets) which may create or cause grease to develop on surfaces must provide suitable floor coverings for houses and arrange for the house to be thoroughly cleaned before vacating the house. **A cleaning fee of £300.00 will be charged for excessive grease & debris.**

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Access



There is no direct access to Market Street.

The only access for traders to unload from a vehicle is via Norfolk Street and Pall Mall.

All goods will need to be hand-balled from here to the stalls. We would recommend that you consider bringing a trolley with you to help with this process.

At the request of the market management or market security, vehicles must be removed from site IMMEDIATELY.

Power

Electric power supplies / lighting will not be available when you set up and when you vacate/dismantle your house. If you require power, please arrange for your own temporary supply or use battery powered tools.

During trading days, generators will be turned on at 8.00am and off at 10.00pm.

Refuse

Traders must dispose of all waste. Individual traders are responsible for removal of excessive amounts of refuse.

Traders must not use the public litterbins for the disposal of commercial refuse.

If required there is a waste collection point based at Piccadilly Gardens.

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Water

Foul water – There is no provision for the disposal of foul water in this location on the market. Traders must remove all foul water from site and dispose of it in a suitable and responsible manner. Any trader found disposing of foul water down the drain in and around site may incur an instant Penalty Fine. Manchester Markets is powerless to intervene if a Penalty Fine is issued.

Fire Assembly Point

In the event of a fire and the evacuation of the market area, please assemble:-

Outside Marks & Spencer (bottom of Market Street)