

Retail Markets: Trader Rules & Regulations

1. Bookings and Payments

- All stalls must be booked in advance via Cotswold Markets Ltd.
- Payment must be made in full when requested on the trading day.
- All traders must provide evidence of valid Public Liability Insurance (minimum £1 million) before they are permitted to trade.

2. Arrival and Set-Up

- Traders must arrive **between 7:00am and 8:45am** to allow for setup before market opening.
- No vehicle movement is allowed in the market area **after 9:00am** unless agreed with the Market Manager.
- All stalls must be fully set up and ready to trade **by 9:00am**.

3. Parking

- Trader vehicles must be moved to public car parks. Parking is not provided by Cotswold Markets Limited, unless agreed with the relevant authorities and communicated with stallholders.

4. Stall Presentation

- Stalls must be kept clean, tidy, and professionally presented at all times.
- All displays must be safe and stable, with no trip hazards or overhanging items.

5. Product Restrictions

- Only goods approved at the time of application may be sold. Any changes must be approved in writing by the Market Manager.
- Counterfeit, offensive, or illegal goods are strictly prohibited.

6. Conduct and Behaviour

- All traders must treat customers, staff, fellow traders, and the public with respect and courtesy at all times.
- Abusive, aggressive, or discriminatory behaviour will not be tolerated and may lead to permanent removal from the market.



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- Traders must comply with all instructions issued by the Market Manager or staff.

7. Health & Safety

- Traders must comply with all relevant health and safety regulations.
- Food traders must be registered with their local authority and hold a valid food hygiene rating. Copies of food hygiene certificates and registration documents must be provided before trading.
- All food handling must comply with current UK food safety laws.
- Electrical equipment must be PAT-tested, and gas equipment must be certified safe for use.
- Fire extinguishers must be available where required.

8. Waste and Rubbish

- Traders must remove all rubbish and packaging from their pitch at the end of each trading day.
- Bins provided by the market must not be used for trader waste unless permission is given.

9. Trading Hours

- Traders must remain open for business for the full duration of the market, unless otherwise directed:
9:00am to 3:00pm (Cirencester, Moreton-in-Marsh, Tewkesbury, Witney, Chipping Norton)
9:00am to 3:30pm (Angel Place – Worcester)
9:00am to 5:00pm (Swindon)
- Packing away before the designated closing time is not permitted without approval.

10. Insurance and Licences

- All traders are required to hold valid Public Liability Insurance with a minimum cover of £1 million.
- Copies of insurance documents must be submitted to Cotswold Markets Ltd prior to trading.
- Food traders must also provide copies of relevant food hygiene documents, including certificates, local authority registration, and applicable licences.



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11. Cancellations and Absences

- Should you need to cancel your position on any given market, back rent will be required to retain your position on the market.
- If you do not pay your rent for the weeks missed, the position will not be held for you, and you will need to check with the office if there are any vacancies when you wish to return.

12. Pitch Allocation

- Pitches are allocated by the Market Manager.
- Preferences will be considered but are not guaranteed.
- Traders will be given the same position if they trade each week, unless there is a layout change that deems a move necessary.

Failure to comply with any of the above rules may result in suspension or removal from the market.

For questions or clarifications, please contact:

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