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| --- | --- | --- | --- | --- | --- | --- |
| **Traders’ and Exhibitors’ Risk Assessment (Form TERA1)** | | | | | | |
| Business Title |  | | | | | |
| Business Address |  | | | Postcode: | | |
| Phone Numbers | Daytime: | | Mobile: | | | |
| Email address |  | | | | | |
| Name of Insurer |  | | | | | |
| Policy Number |  | | | | | |
| Indemnity Limit |  | Date of renewal | |  | | |
|  | | | | | | |
| **Please indicate which of the following are relevant to your trade/exhibit**  (Please note: If you say yes to any of the following you must adhere to the corresponding requirements in the terms and conditions) | | | | | | |
| Do you store fuel for generators? | | | | | Yes | No |
| Do you use Liquid Petroleum Gas (LPG)? | | | | | Yes | No |
| Do you use electrical equipment? | | | | | Yes | No |
| Do you use substances that are regulated by the Control of Substances Hazardous to Health (COSHH)? | | | | | Yes | No |
| Do you supply food and/or drink to customers? | | | | | Yes | No |
| Does your trade/activity require an additional risk assessment/method statement to cover risks specific to your trade/activity? | | | | | Yes | No |
| Do you carry a minimum of at least one 3kg powder (or equivalent) fire extinguisher (certificated)? | | | | | Yes | No |
| Do you carry a fire blanket? | | | | | Yes | No |

**Traders’ and Exhibitors’ Terms and Conditions of Entry**

**In relation to the risk assessment you must adhere to whichever of the following apply to your trade/exhibit**

* All Fuel for generators is stored safely in a well-ventilated area and in containers approved for that purpose
* All Liquid Petroleum Gas containers are stored upright and secured
* All electrical equipment has a current Portable Appliance Testing certificate
* Data sheets for all Control of Substances Hazardous to Health are held by the trader/exhibitor on site.
* Food Standards Agency Regulations are adhered to.
* Fire protection equipment suitable for your trade/exhibit is readily accessible.

**During the rally you are required to ensure the following:**

* There are no trailing cables.
* No nails or screws (or similar) protruding in a dangerous manner.
* Sharp objects kept out of reach.
* That carpet/flooring is secure and does not create a trip hazard.
* That any display structure is always supported fully.
* All electrical fittings and appliances are secure from being tampered with.
* Electrical supplies are not overloaded.
* Trade items/exhibits do not protrude into gangways, unless with the organisers’ consent.
* You (and all members of your team) are aware of the nearest first aid and fire rendezvous points, exits from the site and your own emergency procedures.
* Any waste that could cause a fire or health hazard is cleared away in a timely manner.
* You (and all members of your team) adhere to any Covid requirements as appropriate at the time of the rally.

**(Special conditions for land-based trades and exhibitors)**

* There should be NO movement of vehicles on the site whilst the event is open to the public and all

instructions by vehicle marshals must be carried out.

* No LPG heaters can be used.

**DECLARATION**

|  |  |  |
| --- | --- | --- |
| I have read and agree to abide by the Erewash Canal Preservation & Development Association’s Terms and Conditions of Entry and have completed the above Risk Assessment.  **Name:** | | |
| **\*Boat trader / Land-based trader / Exhibitor** \*Delete as appropriate | **Trade Name:** | |
| **Signature** | | **Date:** |

Please return this completed form along with your original booking form.

**Data Protection:** We'll use your email address to keep in touch about your booking and volunteering opportunities at the Langley Mill Boat Rally. We will never sell your data. See <https://ecpda.org.uk/privacy>