

# Food Village | Terms and Conditions

## 1. Definitions

1.1 **Applicant:** shall mean the organisation that has completed an Expression of Interest Form for participating in Bord Bia Bloom and that has agreed to these Terms and Conditions.

1.2 **Event:** shall mean Bord Bia Bloom.

1.3 **Event Organisers:** shall mean either of Bord Bia and / or Garden Events Ltd.

1.4 **Exhibitor:** shall mean an Applicant who has been approved by Bord Bia to participate in Bord Bia Bloom and who has entered into an Official Contract.

1.5 **Food Village:** shall be the area which includes the Food Hall as well as Bloom Inn.

1.6 **Official Contract:** shall mean the contract issued to a successful Applicant that must be entered into by the Applicant and Bord Bia.

## 2. Exhibition Period

2.1 Exhibitors must commit to all five days of the Event (**Thursday - Monday, inclusive, of the June bank holiday**).

2.2 Exhibitors must be ready to trade at 9am and continue until 6pm on all event days. Exhibitors will have on-site access from 7.30am each day.

*(Normal alcohol licensing hours and restrictions apply.)*

## 3. Requirements for Participation

3.1 All organisations exhibiting in the Food Village must be a Bord Bia client with a minimum turnover of €100k in the previous calendar year.

3.2 Upon receipt of Exhibitor's Official Contract, Bord Bia will issue a participation invoice, which **must be paid within fifteen (15) business days of the date of the invoice.**

3.3 Proof of insurance (€6 million in public liability) along with an organic certification (where relevant) and Environmental Health Officer (EHO) approval must be received within two weeks of successful exhibitors receiving their Official Contract.

3.4 Failure to comply with the requirements of 3.2 or 3.3 may result in the revocation of Exhibitor from participation in the Event in the relevant year.

3.5 Food Village traders must comply with all relevant regulations including food safety, health and safety and fire safety.

#### 4. Origin Green Requirements

4.1 To qualify to exhibit at Bord Bia Bloom, an Applicant must, at the time of application for the Event, be either:

a. a verified Origin Green member that has submitted an Origin Green Annual Review or Plan and have a fully up to date annual reporting status by April 5<sup>th</sup> of the year in which the Applicant is looking to participate; or

b. an organisation that has been registered with Origin Green for over six months must have submitted a finalised Annual Review or Plan to the Origin Green's third-party verifiers by April 5<sup>th</sup> of the year in which the Applicant is looking to participate.

4.2 If the Applicant is not currently a member of the Origin Green programme at the time of application for Bord Bia Bloom, the Applicant must have registered its interest in becoming a member of Origin Green.

The Origin Green registration form can be completed [here](#).

4.3 For new registrants to the Origin Green programme, there will be no restriction on participation at Bord Bia

Bloom during the six-month grace period given to achieve verification.

4.4 At the time of application for the Event, an organisation is not eligible for Origin Green if it has not been in operation/manufacturing for more than 12 months by April 5<sup>th</sup>.

4.5 For Origin Green enquiries please email [OriginGreenSupport@bordbia.ie](mailto:OriginGreenSupport@bordbia.ie).

#### 5 Exhibition Stand Requirements

5.1 Space will be allocated by the organisers in the overall best interests of the event. Requests for specific locations within the Food Village will not be accepted in any circumstances. All decisions as to participation and location will be at Bord Bia's sole and final discretion.

##### 5.2 Stand Height Restrictions

a. The maximum height for exhibitor graphic panels on the back wall is 2,440 mm high.

b. The maximum height for exhibitor graphics panels on the side walls is 1,220 mm high.

c. Any items over 1,220 mm must be placed at the back wall so visibility of the neighbouring stand is not blocked.

5.3 Any Applicant that is eligible to apply for a Bord Bia Quality Assured scheme must be a Quality Assured member at the

time the application to participate in the Event is made.

These exhibitors are only permitted to display or offer for sale Bord Bia Quality Assured Products which feature the Quality Assured logo on pack.

5.4 All products that are exhibited, sampled, sold or introduced at the Event must be produced in the Republic of Ireland.

5.5 Successful Applicants must ensure they include their service (electricity) requirements within their Official Contract. One (1) double socket will be provided with each stand (1 KW). Any additional electricity requirements must be requested and paid for in advance.

5.6 Exhibitors must ensure their stand features only their own company or Bord Bia Branding (this includes but is not limited to logos, aprons, bunting, pull-ups etc.). **Balloons are not permitted on site.**

5.7 The Food Village at Bord Bia Bloom aims to recreate a 'market feel'. All Exhibitors must reflect this in the presentation and design of their stands.

5.8 Further details and an Exhibitor's manual will be forwarded approximately eight (8) weeks in advance of the Event.

5.9 Exhibitors must supply their own cooking and refrigeration equipment, along with compostable utensils and packaging, if required.

5.10 All packaging used including, but not limited to, disposable containers, glasses and cups, must be compostable.

5.11 Exhibitors must have an employee familiar with all its products on site throughout the event.

5.12 Successful Applicants must submit a detailed product and price list within their Official Contract. Exhibitors are not permitted to deviate from this list for the entire Event.

5.13 All products sold in the Food Hall must be in a retail format for off-site / take home consumption. Any Exhibitors providing on-site, single serve consumption food will be asked to immediately cease such activity. If such activity persists, the Exhibitor may not be allowed to exhibit at future Bord Bia Bloom events.

Examples of a single serve food item include one cookie, one packet of crisps, one yogurt. Single serve food items, in retail packaging, may only be sold in a multi pack format for off-site / take home consumption.

Spirits - 5ml

This requirement also applies to non-alcoholic drink products. All non-alcoholic drink products must be sold in a multi pack format for off-site / take home consumption.

A single serve non-alcoholic drink product is a serving over 100ml or one bottle of product.

5.14 All products sold in the Bloom Inn must adhere to the set pricing structure outlined by the Event Organisers and must be in single serve format and for onsite consumption.

Exhibitors in the Bloom Inn are not permitted to sell cans of products.

5.15 Successful Applicants must submit a detailed sampling list within their Official Contract. Exhibitors are not permitted to deviate from this list for the entire event.

All sample products in the Food Village must adhere to the following sampling regulations:

Food Sample - bite size

Non-alcoholic drinks (example tea, coffee, juice, etc) - 100ml

Beer - 50ml

Wine - 30ml

## 6. GENERAL

6.1 We reserve the right to implement restrictions/conditions before and during the Event for safety of all Exhibitors and visitors. You must comply with any and all instructions given to you by Event staff.

6.2. All new companies attending the Event for the first time must attend a **compulsory** information session prior to the Event. The session is voluntary for all previous exhibitors.

6.3 These Terms and Conditions are amended at the Event Organiser's sole discretion. You will be notified of any amendments to these Terms and Conditions.

6.4 The Event Organisers shall have no liability for any loss, injury, illness or damage to any person or property sustained at the Event howsoever caused in any circumstances unless as a direct result of the Event Organiser's negligence and that which cannot by law be excluded or limited.

6.5 All decisions regarding participation at the Food Village are entirely at Bord Bia's

discretion. Bord Bia's decision on participation by any organisation is final.

6.6 Whilst consideration will be given to information provided in the Applicant's expression of interest form, Bord Bia shall make all decisions in its full, final and sole discretion.

6.7 Bord Bia reserves the right to restrict the number of Exhibitors in a particular product category.

6.8 Any Exhibitors who are found to not be in compliance with any of the above requirements during the event shall be asked to cease the offending activity. If the offending activity continues, Bord Bia reserves the right to refuse the Exhibitor's application to future Bord Bia Bloom events.

6.9 These Terms and Conditions are governed by Irish Law and any dispute arising out of or in connection with these Terms and Conditions shall be subject to the exclusive jurisdiction of the Irish courts.