

TOWN CENTRE SITES FOR EVENTS/ POP UPS

The Parish of St Helier charges £53.40 per site, per day or part thereof for the main sites available on King Street, Queen Street, West Centre, and the fountain in Broad Street.

If you require electricity this can only be provided at Charing Cross and there is an additional surcharge of £5 per day making the total £58.40 per day.

Generators cannot be used in town unless they are environmentally friendly and have less of an impact on the environment, in line with the Parish commitment to the climate emergency.

Invoices will be sent at the beginning of the month following usage to ensure that if circumstances change you have not paid for something you require a refund for.

Vehicles cannot be left on any site and must be parked in the nearest car park but where unloading bays are close by, they can be used temporarily for unloading products and tables, etc. Should you wish to have vehicle access before 10am or after 6pm for dropping off products and equipment, you may apply for a vehicle permit from the Town Hall.

In the interest of fairness among vendors, producers and brick and mortar businesses within the area, you can not reserve the same site every week and if there is high demand it may not always be possible to guarantee you a weekly slot.

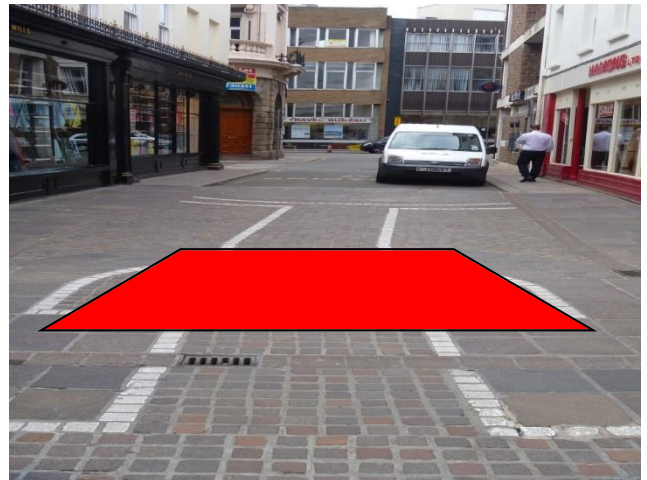
BROAD STREET



Requirements for use of this location:

- Charities are permitted at any time.
- The permitted area is between the two trees from the fountain to a depth of 3m; giving an area of 5m by 3m as indicated by the red on the map. The event should not exceed this area. The permitted area is to remain next to the fountain maintaining pedestrian access from Conway Street to New Cut.
- Confirmation of a risk assessment having been conducted and a copy of your Public Liability Insurance and relevant food/drink permits and ratings are required.
- Please note that there are no water or electricity services available at this site.
- Portable environmentally friendly generators are permitted on the condition that they are of the “silent” type and a full risk assessment must be undertaken.

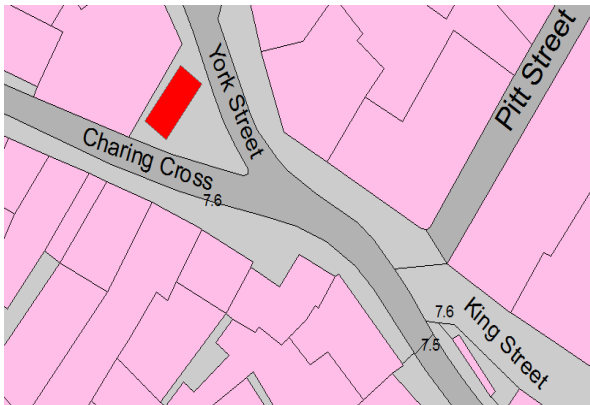
BROOK STREET



Requirement for use of this location:

- Vendors can use this site on Saturdays. Charities are permitted at any time.
- The permitted area is adjacent to the unloading bay and is 3m by 3m (within the central reserve area indicated by the gutters and not further forward than the small drains). The event should not exceed this area. The area is central to Brook Street, maintaining pedestrian access to either side of the area and not blocking the window displays of either shop.
- The unloading bay is to be kept clear for other users and is not parking for event organisers.
- Confirmation of a risk assessment having been conducted and a copy of your Public Liability Insurance and relevant food/drinks permits and ratings is required.
- Please note that there are no water or electricity services available at this site.
- Portable environmentally friendly generators are permitted on the condition that they are of the “silent” type and a full risk assessment must be undertaken.

CHARING CROSS



Requirements for use of this location:

- Vendors can use this site on Saturdays. Charities are permitted at any time.
- The permitted area is in front of the Crapaud, keeping both Charing Cross and York Street clear for pedestrians.
- Confirmation of a risk assessment having been conducted that includes Covid precautions and a copy of your Public Liability Insurance and relevant food/drink permits and ratings is required.
- Electricity is available on request.
- Access via vehicle is restricted to before 10am and you need to consult with parking control regarding a key for the bollard when leaving at the end of the day whilst Broad Street is closed. Cars should not be kept in this area at any time.

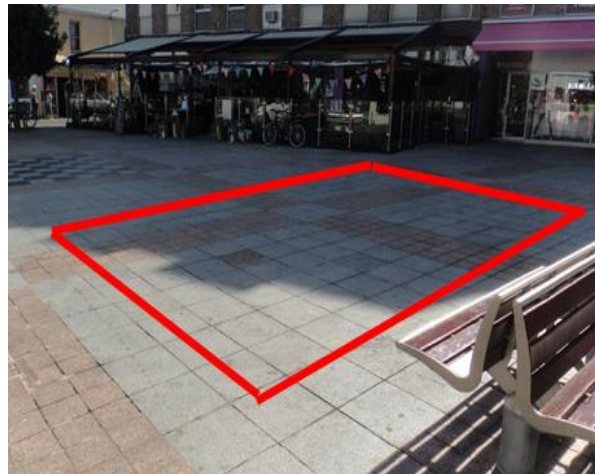
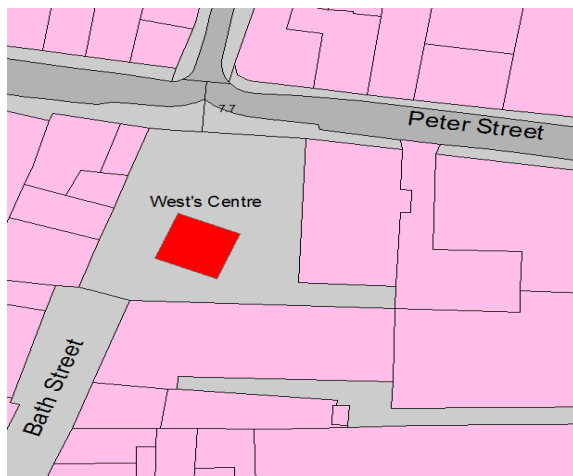
HALKETT STREET



Requirements for use of this location:

- Vendors can use this site on Saturdays. Charities are permitted at any time.
- The permitted area is along the side of Boots allowing enough space for pedestrians. The area is 4.5m by 2m as indicated in red on the map and the event should not exceed this area.
- Confirmation of a risk assessment having been conducted and a copy of your Public Liability Insurance and relevant food/drink permits and ratings is required.

WEST CENTRE



Requirements for use of this location:

- The permitted area should be a minimum of 2m away from the bench seating allowing for people to pass by safely or utilise the seating, giving an area of 9.2m by 8.3m as indicated on red on the map. The event should not exceed this area
- Confirmation of a risk assessment having been conducted and a copy of your Public Liability Insurance and relevant food/drink permits and ratings is required
- Before placing any vehicle on the precinct, you require a Precinct Permit, which can be applied for at the Town Hall.
- Please note that there are no water or electricity services available at this site.
- Portable environmentally friendly generators are permitted on condition that they are of the "silent" type and a full risk assessment must be undertaken.