

# Venue Sheet Information

<b>NAME OF SITE</b>	Gloucester Green
<b>FULL ADDRESS OF SITE</b>	Gloucester Green Oxford OX1 2DF
<b>SIZE OF SITE</b>	Approximately 40m by 35m. Based on standard stall size, 101 market stalls can fit.
<b>FULL DESCRIPTION OF SPACE</b>	Open square known as Gloucester Green (excluding service road) surrounded by various shops, cafes and next to the central bus station. Weekly markets but when not a market day, footfall is quite low.
<b>LEVEL OF PLI REQUIRED</b>	£5 million
<b>POWER AVAILABLE (TYPE)</b>	No power currently available.
<b>WATER AVAILABLE</b>	3/4 standpipes onsite – available by separate agreement with Thames Water
<b>PUBLIC FACILITIES</b>	Hand-washing and drinking water. Toilets close at approximately 7pm.
<b>PAYMENT TERMS</b>	Once your event application has been consulted upon with stakeholders the full hire fee will be applicable. Payment is due post consultation.
<b>CANCELLATION TERMS</b>	The cancellation fee will be determined by the events officer, upon cancellation.
<b>LEAFLETING PERMITTED</b>	Available through a separate agreement – for further information visit: <a href="http://www.oxford.gov.uk/freeprintedmaterial">www.oxford.gov.uk/freeprintedmaterial</a> . If the full promotional fee of £1000 is activity the Events Office will include up-to 4 leafleting permits within this fee
<b>STREET TRADING</b>	Commercial sales are allowed as it's a market space primarily. No Street Trading Consent is required at Gloucester Green because the Market Charter is based here
<b>VENUE RESTRICTIONS</b>	General Charter Market – every Wednesday Antique & Craft Market – every Thursday Funky Food, Crafty Craft, Vintage & Arty Market – every Saturday Farmers Market – every 1 <sup>st</sup> and 3 <sup>rd</sup> Thursday of each month Day before each market day is required for market set-up (every Tuesday and Friday).
<b>EVENT TIMINGS</b>	Contact Events for further information. See below for entry and exit timings.
<b>VEHICLE ENTRY AND EXIT TIMES &amp; DETAILS</b>	Controlled entry gates, Nelson Bakewell, Managing Agents control this gate and require one weeks notice. Access for unloading before 10am and after 4pm. Access after 10am requires a specific parking permit (arranged through Events Office) – 1 permit per day only allowed Access along service road passed Jamie Olivers' Restaurant only – before 10am

	Exit Gloucester Green past the cinema (taxi rank)
<b>PARKING AVAILABLE?</b>	One vehicle only at any time, but must be approved 7 days in advance.
<b>HIRE COSTS</b>	Available as a document titled "Events Fees and Charges" on the website: <a href="http://www.oxford.gov.uk/eventapplications">www.oxford.gov.uk/eventapplications</a>  Market Fee: £750 per weekday & £1000 per day on weekends
<b>ANY OTHER RELEVANT INFORMATION</b>	Footfall numbers: Figures on George St in 2014 averaged 3,500 people daily, 105,000 monthly.

