

Venue Sheet Information

NAME OF SITE	Gloucester Green
FULL ADDRESS OF SITE	Gloucester Green Oxford OX1 2DF
SIZE OF SITE	Approximately 40m by 35m. Based on standard stall size, 101 market stalls can fit.
FULL DESCRIPTION OF SPACE	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.
LEVEL OF PLI REQUIRED	£5 million
POWER AVAILABLE (TYPE)	No power currently available.
WATER AVAILABLE	3/4 standpipes onsite – available by separate agreement with Thames Water
PUBLIC FACILITIES	Hand-washing and drinking water. Toilets close at approximately 7pm.
PAYMENT TERMS	Once your event application has been consulted upon with stakeholders the full hire fee will be applicable. Payment is due post consultation.
CANCELLATION TERMS	The cancellation fee will be determined by the events officer, upon cancellation.
LEAFLETTING PERMITTED	Available through a separate agreement – for further information visit: www.oxford.gov.uk/freeprintedmaterial . If the full promotional fee of £1000 is activity the Events Office will include up-to 4 leafleting permits within this fee
STREET TRADING	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
VENUE RESTRICTIONS	General Charter Market – every Wednesday Antique & Craft Market – every Thursday Funky Food, Crafty Craft, Vintage & Arty Market – every Saturday Farmers Market – every 1 st and 3 rd Thursday of each month Day before each market day is required for market set-up (every Tuesday and Friday).
EVENT TIMINGS	Contact Events for further information. See below for entry and exit timings.
VEHICLE ENTRY AND EXIT TIMES & DETAILS	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)
PARKING AVAILABLE?	One vehicle only at any time, but must be approved 7 days in advance.
HIRE COSTS	Available as a document titled "Events Fees and Charges" on the website: www.oxford.gov.uk/eventapplications Market Fee: £750 per weekday & £1000 per day on weekends
ANY OTHER RELEVANT INFORMATION	Footfall numbers: Figures on George St in 2014 averaged 3,500 people daily, 105,000 monthly.

