



Application for the use of a chalet at the Christmas Market in Steinfort



Formulaire en FR



Formular auf DE

I am: a private person
 an association

Name of association:

a company

Name of company:

Trade register number:

Contact person during the event (including set-up and dismantling):

Name:

First name:

No. & Street:

Zip Code: L- City:

Phone number:

Email:

Information about your chalet:

Detailed list of goods to sale:

The assembly and dismantling of the chalets is organised by the Steinfort municipality.

Power supply (provision of one (1) triple socket by the municipality):

No

Yes: 240 Volt - Exclusively for lighting purposes
 240 Volt - Higher energy consumption
 400 Volt - Three-phase current

List everything you want to connect to the power supply

Watt

Watt

Watt

Watt

Watt

All electrical appliances used must be in perfect working order.

Gas hoses should not be older than 5 years.

For technical reasons, the use of electric heaters is strictly forbidden!

The chalets are all equipped with gas heaters.

Water:

Do you need **running** water?

No

Yes

(For technical reasons, direct connections to the water network are limited and reserved for catering stalls).

Two common water points are available on site.

Equipment provided by the municipality within the limits of available stock (please specify quantity):

Tables (2,20 x 0,50 m)

Benches (2,20 x 0,25 m)

Chairs

Large bricks

Small bricks

The required equipment will be provided in your chalet.

Assembly and disassembly is the responsibility of the operator.

All other equipment such as extension cords, lighting, multiple sockets, decoration, etc. are at the expense of the operator.

We advise you to use durable and/or reusable or second-hand materials for your decoration (e.g. plants, garlands, table decorations). For your own stand lighting, please use energy-saving lighting (e.g. LED).

Following the introduction of the Act of 9th of June 2022 amending the amended Act of 21st of March 2012 on waste - Provisions to reduce waste at events such as festivals, sports or cultural events, etc., we would like to remind you that **single-use plastic products** (bags, trays and other food containers, plates, cutlery, spoons, straws, mini-picks), drinks containers (cups, mugs, glasses) and bottles **are strictly forbidden** from 1 January 2023. In addition, other single-use materials should be avoided. We therefore request that our exhibitors and caterers do not use this kind of material. Of course, the municipality of Steinfort will support its participants of the Christmas Market by providing reusable crockery for hire.

Gastronomic gear that can be borrowed against a deposit by the municipality within the limits of the available stock (please specify the quantity):

Cups:

Softs/Beer (0,3 cl)	Champagne	Wine
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Food containers:

Bowls	Chip trays	Plates
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Cutlery:

Forks	Knives	Spoons
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Food stands:

Every operators of a food stand is advised to offer at least one vegetarian/vegan dish, if possible. The use of organically produced products (e.g. lemonades, fruit, vegetables, meat, bread, eggs), drinks (e.g. juices, alcoholic drinks, water, herbal teas, milk) and products (e.g. dairy products, potatoes, chips, meat, flour, bread, eggs, fruit, vegetables, honey, sauces) from Luxembourg and/or the "≤ 100 km" region of Luxembourg is to be prioritised.

If you offer Fair Trade products (e.g. coffee, tea, bananas, chocolate, sugar), organic or local products, do not hesitate to inform your visitors (e.g. on the menu display).

The use of reusable glass bottles, beer taps and containers for drinks is mandatory. If straws are used, they must be reusable (e.g. stainless steel, hard plastic, silicone or bamboo).

Food leftovers account for a large proportion of all waste. To reduce this waste, dishes can be divided into small and large portions, where possible. The use of pump systems or large packs for sauces instead of individual packs is also to be preferred. In addition, the distribution of individual sugar sachets and individual milk pods (if hygiene regulations allow) is also to be avoided.

Please note that the distribution of recycled paper towels (unbleached if possible) is mandatory.

Respecting the environment:

- At the end of the market, the stands must be cleared, cleaned and returned to their original state by the operators. Stallholders are required to leave their site clean. It is forbidden to throw or leave papers, packaging or rubbish on the ground.
- For this purpose, waste separation bins are available at several locations on the market site. Waste that unfortunately could not be avoided should be sorted correctly so that it can be recycled. For this purpose, clearly labelled bins and sorting systems will be provided at appropriate locations throughout the event for both, exhibitors and visitors.
- The distribution of gadgets, promotional items and single-use bags will not be permitted during the market.
- All shouting, calling, invective and foul language is forbidden, as well as the use of loud instruments to call the public, such as public address systems or loudspeakers. The broadcasting of music, whether amplified or not, as well as the use of any other sound device is prohibited (loudspeakers, video image, etc.).

Conditions of participation:

Opening date and times for 2023:

Friday, 8 December 2023 from 6 pm to 11 pm.

Saturday, 9 December 2023 from 4 pm to 11 pm.

Sunday, 10 December 2023 from 4 pm to 10 pm.

Friday, 15 December 2023 from 6 pm to 11 pm.

Saturday, 16 December 2023 from 4 pm to 11 pm.

Sunday, 17 December 2023 from 4 pm to 10 pm.

- Stands must remain open until at least 30 minutes before the official closing of the market. Food stalls are asked to stop serving food 10 minutes before closing time.
- If alcoholic beverages are to be sold, it is essential to have a liquor licence. **Attention: The presence of a person in possession of the licence is compulsory during the whole event.**
 - For traders and private persons, the application for a permit and the associated costs are to be borne by the operator.
 - For associations, the Steinfort municipality will take care of the relevant permits. For this purpose, please fill in the simplified application form for additional liquor licences.
- Everything, including the exhibits, is the responsibility of the exhibitor. **The organiser accepts no responsibility for loss, theft or other incidents!**
- All products offered (including those manufactured by the exhibitor) must comply with national and European standards.
- As the municipality of Steinfort, it is important to us to support various Luxembourgish non-profit organisations during the year. This, instead of charging a location fees, we ask each exhibitor at our Christmas Market **to contribute 10% of the proceeds from the event**. The amount collected will be donated to one or more non-profit organisations of our choice. As a contributor to this solidarity collection, you will be invited to the presentation of the cheque which normally takes place in spring of the following year. We thank you in advance for your generosity.

In case of a favourable answer, further information will be given in due time.

The signatory declares by his/her signature that he/she is in possession of all the necessary authorisations for the exercise of the proposed activities. In addition, he/she declares on his/her honour that he/she complies with the above conditions and in particular that he/she holds an establishment/trade licence and that he/she does not sell unauthorised goods.

This form must be returned, duly completed and signed, **by Friday 1 September 2023 at the latest**, either by e-mail to service.pr@steinfort.lu or by post to the address:
Commune de Steinfort, B.P. 42, L-8401 Steinfort

To be attached as an annex:

For exhibitors: Photos of the goods offered.

For associations selling alcoholic beverages:

Simplified application for additional liquor licences.

Place & date :

Signature

The information collected in this application form is necessary in order to proceed with your "Application for the use of a chalet at the Christmas market in Steinfort".

These personal data are subject to a computerised data treatment which is necessary in the context of your request. Only the municipality of Steinfort will have access to this information. The data you provide will be kept for the necessary period in order to fulfil the above-mentioned purposes or as long as required by law.

In accordance with the Regulation (EC) 2016/679 on the processing of personal data and on the free movement of such data, you have the right to access, rectify, erase or request the restriction of the processing of your data. You have the right to object to the processing of your personal data, the right to dereference of your data and the right to challenge a decision resulting from an automated process.

You also have the right to lodge a complaint with the National Commission for Data Protection (CNPD), if you believe that the processing of your data does not comply with the law. To exercise your rights provided by the law or to withdraw your consent to the processing of your personal information, please contact the Data Protection Officer of the municipality of Steinfort by e-mail to: dpo@steinfort.lu, or by post to:

DPO - Commune de Steinfort 4, Square Patton L-8443 Steinfort.

By filling in and returning this form, you consent to the use of your personal data for the purpose of your "Application for the use of a chalet at the Christmas market in Steinfort".