



## Application for a stall at the “Stengeforter Owes- an Ëmweltmaart”



Formulaire en FR

I am:  a private person

an association

Name of association:



Formular auf DE

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 stall

Detailed list of products offered for sale / subjects presented on your stand:

**The space provided is 3 metres x 3 metres.**

If this area is not sufficient, please let us know what area you need:

\_\_\_\_\_ m x \_\_\_\_\_ m

**Please note: The material (tents, roll-ups, display tables, etc.) must not exceed this area.**

For organisational reasons, the stand area **cannot be adjusted later.**

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

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Watt

Watt

Watt

Watt

Watt

**Please send us photos of the identification labels showing the technical details of the appliances.**

**All electrical appliances used must be in perfect working order.**

Gas hoses should not be older than 5 years.

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

There is a collection point for the requested material on site.

**As our stock of tents is very limited, please bring your own tent.**

The assembly and dismantling of the stand is at the expense of the operator.

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

Exhibition stands should be reusable and not disposable. We also advise you to use durable and/or reusable materials (stage, chairs, tables, tents, carpets, etc.) or second-hand materials for your stand design. Also your decoration (e.g. plants, garlands, table decoration) can be made of natural and/or reusable materials. For your own stand lighting, please use energy-saving lighting (e.g. LED, solar lighting).

## Food stands:

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. A municipal agent will check the used crockery before the start of the event.

Of course, the municipality of Steinfort will support its participants of the Owe- & Ëmweltmaart 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):**



Cup of Soft / Beer  
Size : 0,3 litre

pieces



Glass of champagne

pieces



Glass of wine

pieces



Glass of shot

pieces



Box „Luloop“  
Size : 750 ml

pieces



Chips tray

pieces

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



Fork

pieces



Dessert fork

pieces



Knife

pieces



Spoon

pieces



Dessert spoon

pieces

Every restaurant owner 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.

**The municipality of Steinfort will provide you with napkins made from recycled (unbleached) paper free of charge.**

### 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 2024: Friday, 12 July 2024 from 5pm to midnight.

- The stands must be ready at least 30 minutes before the official opening of the market.
- 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 (autorisation de cabaretage): the application for the licence and the related costs are to be borne by the operator.
- 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.

#### 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, including in particular a concession for the sale of alcoholic beverages in case of sale of alcohol. 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 3 March 2024 at the latest**, either by e-mail to [service.pr@steinfort.lu](mailto:service.pr@steinfort.lu) or by post to the address:

**Commune de Steinfort, B.P. 42, L-8401 Steinfort**

Place & date :

\_\_\_\_\_  
Signature

The information collected in this application form is necessary in order to proceed with your request for the "Application for a stall at the "Stengeforter Owes- an Ëmweltmaart". 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](mailto: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 a "Application for a stall at the "Stengeforter Owes- an Ëmweltmaart".