



# The Bermuda Chamber of Commerce

## HARBOUR NIGHTS VENDOR PERMIT

### TERMS AND CONDITIONS

## 1. HARBOUR NIGHTS PERMIT

A Harbour Nights Permit is a vendor permit issued by the Bermuda Chamber of Commerce. It allows the holder to vend during Harbour Nights. Holders of a Harbour Nights Permit do not need to seek an additional vendor permit from the BEDC.

A Harbour Nights Permit does not absolve a vendor from obtaining any other proper licenses and documents from government authorities.

Vendors are responsible for obtaining any licenses and permits they need in order to legally function, including but not limited to work permits and temporary food stall permits.

Vendors found to be operating without all the necessary paperwork will see their Harbour Nights Permit revoked and may face consequences from government authorities.

## 2. PAYMENTS

Vendors must pay for vendor fees and Chamber of Commerce membership.

Vendors must pay their dues in full at least 5 business days before the approved start date. When paying via bank transfer, vendors must send proof of payment.

Late payments will incur a \$50 charge per transaction.

Credit will not be extended to anyone. Failure to pay will result in the revoking of the Harbour Nights Permit, resulting in no spot being allocated to the offending vendor.

All payments are deemed final. The Bermuda Chamber of Commerce will not issue refunds under anything less than extreme circumstances.

## 3. PRODUCTS AND DISPLAY

To maintain the integrity of the Harbour Nights experience, all merchandise must be either:

- Made in Bermuda
- Designed in Bermuda
- Inspired by Bermuda

This ensures that your offerings reflect the island's unique charm and quality.

ALL merchandise must be vetted and approved before the start of the season. You CAN NOT sell ANY merchandise that has not been approved. The Chamber reserves the right to temporarily seize any unapproved merchandise and revoke a repeat offender's permit.

Product displays must be professional and attractive. Vendors are encouraged to brand their stall with their logo and any other collateral materials, provided they do not contain any obscene images.

All vendors must use adequate lighting to showcase their display. Fairy lights can be purchased from the Chamber for \$40 a set.

## 4. CANCELLATION POLICY

The Bermuda Chamber of Commerce reserves the right to cancel Harbour Nights in case of inclement weather. The decision to cancel will be communicated by email and via WhatsApp to all vendors no later than 4PM on the day of the event.

The Bermuda Chamber of Commerce will not issue any refunds for inclement weather.

## 5. SUSTAINABILITY

The Chamber of Commerce will issue discounts to vendors who can demonstrate that they are taking steps towards making Harbour Nights more sustainable in one or more of the following areas:

- Sustainable products: environmentally friendly, locally sourced, reusable (must form more than 50% of the vendor's offering).
- Sustainable packaging: biodegradable, reusable, recyclable (no single-use plastics or Styrofoam).
- Waste reduction: recycling, composting.

Vendors benefiting from the discount (5 to 15%) will also receive an official sustainability badge that they can display on their stall.

The Chamber reserves the right to cancel any such discount and take away the sustainability badge, including but not limited to cases in which the vendor:

- stops taking the actions they had committed to.
- is found to have greatly embellished or exaggerated the scope of their actions.
- is responsible for littering or improper waste disposal.

## 6. OPERATIONS

- Road closure: 6pm-11pm
- Set up: 6pm-7pm
- Harbour Nights: 7pm-10pm
- Breakdown: 10pm-11pm

### Setting up:

Vendors are not allowed to start setting up until the road is fully closed, regardless of the time.

Vendors wishing to bring a car onto Front Street to set up must display their Harbour Nights Permit on their dashboard, or risk being subjected to a fine. All cars must be out of the area by 6.30pm.

### Breaking down:

Vendors wishing to bring a car onto Front Street to break down must wait until it is safe to do so, when the crowd has died down and there are less pedestrians on the street.

Security personnel will assess when to open the barricades and will do so no earlier than 10.10pm

Vendors must be off the road at 11pm, or risk being subjected to a fine.

## 7. ELECTRICITY

While every effort will be made to accommodate vendors with their electrical requirements, power is not guaranteed.

All vendors supplied with electricity must source their own extension cords and secure all cords with either duct tape or a mat.

The Chamber of Commerce reserves the right to revoke access to power at any time to any vendor who does not safely secure power cords. Cords must be secured with tape prior to the sale of any goods.

It is the vendor's responsibility to provide tape.

## 8. WASTE MANAGEMENT

Vendors are responsible for the proper collection and disposal of their own waste.

Food vendors must remove their oil and other debris when they leave. NOTHING should be dumped overboard, in the planter beds or down the City drainage system.

The City of Hamilton reserves the right to impose a fine on any food vendor who disposes of their grease incorrectly.

Additional penalties from the Chamber will be assessed if complaints are received from The City of Hamilton.

## 9. FIRE SAFETY

All vendors must adhere to the Bermuda Fire & Rescue Service's Fire Safety provisions.

Food vendors in particular must adhere to the [Fire Safety Provisions for Mobile or Temporary Cooking Operations](#).

## 10. PARKING

There will be no assigned vendor parking on Front Street, Parking no 1 or Parking no 5.

Vendors found to be parked in the Harbour Nights area may be ticketed by Police or Corporation agents, regardless of their Harbour Nights Permit status.

Parking on Burnaby Hill is limited. No cars are allowed below the Hog Penny outdoor seating platform.

## 11. REVENUE REPORTING

Vendors must report their gross weekly income through an online portal. A paper version will also be available for the vendors who prefer it.

The Chamber will not ask for any exact numbers, only approximations.

Revenue reporting will help the Chamber establish the economic impact of Harbour Nights when seeking event sponsorship.

## 12. LIABILITY

The Chamber advises low-risk vendors to obtain third party liability insurance coverage issued by a licensed Bermuda issuer with limits on such coverage in excess of \$250,000 for each and every loss. Vendors who decline to do so understand and accept the risks incurred by not being so insured.

High-risk vendors are required to obtain third party liability insurance coverage issued by a licensed Bermuda issuer with limits on such coverage in excess of \$1,000,000 for each and every loss. High-risk vendors who are found to not have such an insurance in place may have their Harbour Nights Permit revoked.

The Bermuda Chamber of Commerce, its event management company Bermuda Events Limited, and any of their directors, officers and employees can not be held responsible for any and all liabilities and any and all other outgoings, claims, costs or expenses incurred as a result of the vendor and their staff's participation in Harbour Nights.