



Three letter Code

Trader Residency Agreement

Trader Details - PLEASE FILL IN CLEARLY

Business name: Style By Sakura	
Trader Name: Sarah Howe	
Address: Moat Farm House, Truggist Lane, Berkswell, Coventry, CV77BX	
Email: stylebysakura@gmail.com	
PayPal email for Billing: stylebysakura@gmail.com	
Bank Details for Payment: Sarah Howe	
Bank: Natwest	
Sort: 56-00-45	Acc No.: 39337375
Phone: 07821547944	

Please read the following carefully and let us know if you have any questions before signing.
Indiemart@fargovillage.co.uk

Residency Term

3 Months initial commitment with further rolling monthly contract.

Termination Clause

Indie Mart operates with the expectation of some rotation. If a trader wishes to remain for an extended period, this can be arranged provided it is in the interests of the wider business. Regular three-monthly reviews will be arranged to agree on the best way forward for both parties.

Should you wish to terminate your residency at the end of your initial three months, notice must be provided in writing to the Indie Mart Manager 4 weeks prior to the end of your residency.

Should you wish to terminate your residency at any time after your three month initial term, again you will be required to give a minimum of 4 weeks notice, provided in writing to the Indie Mart Manager. Indie Mart Management can likewise give 4 weeks written notice to end your residency.

Your final sales will be paid every 4 weeks at the beginning of the month for the preceding months sales. This may be withheld until any arrears for your pitch hire are paid.

Agreed Offer

During the residency you agree to only offer and sell the range of products listed in Appendix 1. Additional product lines may be added if agreed with Indie Mart Management.



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Operating Hours

Core opening hours will be Wednesday to Saturday 10.30-5pm and Sunday 10.30-4pm.

There will be additional late night and Bank Holiday openings. FarGo Village is closed Christmas Day, Boxing Day and Easter Sunday. Any other closure days will be communicated to you in writing a minimum of 4 weeks in advance.

From March to October, FarGo hosts a regular Wednesday evening car meet, Dub Club. Indie Mart will therefore open on Wednesday Evenings from 6-9.30pm. We reserve the right to change the opening times to benefit the business and will communicate any changes with traders in advance.

Access Times / Stock Updates

The visual aesthetic of Indie Mart is of utmost importance. Stock must be tidied and replenished regularly, a minimum of monthly.

Notice will be given to any Trader who does not visit regularly to replenish and tidy their pitch. *We can accept stock by post for traders who are not local.*

We would ask that Traders to not visit to replenish stock at peak times. Access should be agreed with the Indie Mart Manager in advance.

Traders must always keep their stock list up to date so products can be added to the till software. A template spreadsheet will be provided for Traders to complete; this spreadsheet is uploaded to the till software to allow the Indie Mart Management team to sell items on your behalf.

All items must be clearly labelled with your personal codes. It is your responsibility as a Trader to ensure the spreadsheet and your products are labelled correctly.

Fees and Payments

Mazing Ltd is a VAT, registered company we therefore must add VAT (20%) to any services we supply.

Invoices will be sent monthly via BACS at the beginning of the month. If you join us in the middle of the calendar month, you will be charged a daily rate to the end of the month.

A one off £30+VAT fee to be paid when residency agreed to secure booking and cover set up administration.

Tenancy Commencement Date.....

Tenancy End Date (3 months later).....

First Review Date (8 weeks after commencement).....



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Area /fixtures/signage

We want traders to express and display their products in a creative and visually exciting way, while keeping the space calm and coherent for customers. You will be required to;

- Provide us with your logo so we can create your display board and website listing
- Place items in a safe manner.
- Not adding table covers
- Ensure all items are clearly labelled and coded
- Agree use of any of our shelving and display items
- Work with the Manager on best way to display things to appeal to customers and fit with the space as a whole
- Ensure high value and breakable items are stored appropriately.
- Items containing strong language will be placed at a high level.
- Ensure stock is rotated for seasonality and special events

The Indie Mart Manager is responsible for the positioning of each pitch and overall presentation of the space. They will rotate and re-position based on the needs of the whole space and all traders, seasonality and special events. . Preferences will be taken into account, but can't always be actioned with over 50 traders. Your request will be discussed with you individually.

Damage and Theft

Traders will need their own PLI and cover for any breakage or theft. While we will have preventative measures in place to take best possible care of your items with close supervision, CCTV, and other security strategies, we take no responsibility for theft or damage. We will however, endeavour to get breakage paid for by the person responsible and work with security and the authorities to assist with retrieval of any stolen items.

Code of Conduct

At FarGo Village we have a code of conduct for all of our businesses, which we will want you to comply with during your residency. A copy of this will be provided to you in advance. You will not be physically on site very much, but we still ask all traders to abide by this for everyone's comfort. If you have any concerns or issues arising during your time here, we ask that you contact the Indie Mart Manager in the first instance or a member of our team to resolve things for you as quickly as possible.



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Marketing and Social Media

This is essential to the success of the business. Traders **must** be promoting their products and presence at Indie Mart via their own socials regularly. As a minimum traders must have a Facebook and Instagram page. We will often share if tagged in which helps you and us.

We have a wide range of ways to communicate with a large existing audience:

- FarGo Village website with page for Indie Mart and a trader database
- Social media platforms TikTok, Instagram and Facebook being best for this.
- Subscriptions with Destination Coventry, Muddy Stilettos, Coventry Bid, Chamber of Commerce, Peddle etc...
- Email newsletters to over 7000 subscribers

Your business and products will be included in this promotion as per our marketing service level agreement.

All Images/videos we create will be owned by Mazing Ltd. Whilst each resident also has the right to use them, we retain the right to use them during and after your residency

End of Residency

At the end of the residency, the space must be returned to the condition it was taken in by the agreed date. The final residency payment will be made at the usual time once an inspection has been completed in space. We reserve the right to deduct an appropriate sum from the final payment to cover any missing items of furniture, damage to Indie Mart property, or any disposal of items that have been left in the space. Please ensure that all of your products and display items have been removed by the end of the agreement.

I, Sarah Howe
agree to the terms and conditions detailed above

Signature Date 16/7/26

Indie Mart Management
Signature

.....Date

Option per month - PLEASE TICK

Card rack per side	£10+ VAT £12 total
Small shelf or ¼ table	£24 + VAT £30.00 (3 month intro) increases to: £30 + VAT £36
3 ft Clothing Rail	£36+VAT £43.20 Total

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