



**Eisteddfod
Genedlaethol
Caerdydd**
3–11 Awst 2018

FAMILY CARAVAN AND CAMPING SITE

RULES AND REGULATIONS

March 2018



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Family Caravan and Camping Site 2018

Cardiff Bay will play host to the 2018 National Eisteddfod, which will be held between 3 and 11 August. The Family Caravan and Camping Site will be located on Pontcanna fields within easy walking distance of local shops and restaurants.

A dedicated shuttle bus service (low floor) will operate between the Caravan Site and Cardiff Bay for the period for a fee of £20 for adults and £10 for children. Parking in the Bay is limited and costly, and the number of buses provided will be dependent on advance demand. We therefore encourage you to order tickets when applying for your pitch (or by 1 June at the latest on the Eisteddfod website), which offers excellent value for money - there will be NO ADMISSION CHARGE to the Maes during the day.

Caravan and tent pitches can again be ordered and paid for online via the new Eisteddfod website www.eisteddfod.wales.

We anticipate that there will be up to 700 spaces available (200 camping pitches), and the fee for the period for a caravan pitch is £270 (including electricity) and £130 for a tent pitch. Subject to availability, it will be possible to apply for a caravan or tent pitch for the last 4 nights from the 1 June, applications however will not be accepted or pitches reserved before this date.

Group applications will be limited to 12 - ensure that you read and follow the relevant instructions when ordering online or completing the paper form. Group applications must be submitted by 11 June.

Due to our location in the vicinity of Pontcanna playing fields, it is a condition of our permit licence to ensure stringent measures to restrict vehicular movement. We ask you kindly to pay particular attention to rule 8 (e) and (f), which addresses limiting vehicle numbers allowed by each caravan and prohibiting vehicle movement on the site. We will take enforcement action against anyone in breach of these rules.

This year we are introducing a £10 charge for parking any additional vehicles during the period.

Tickets - There will be no admission charge to attend the Eisteddfod Maes during the Day. Evening concert and event tickets which will be available to purchase from 3 April.

We thank you for your support and look forward to welcoming you to the Capital City. We will aim to send the information pack including a map, detailed travel directions and registration form out to you around 4 weeks before the Eisteddfod.

FAMILY CARAVAN AND CAMPING SITE - RULES AND REGULATIONS

1. General

- a) The Caravan Site is administered by the National Eisteddfod and, by signing the application form and paying the appropriate fee, you will become a member of Cymdeithas Carafanwyr Cymru. You do not have any right to re-let any aspect of the services you have requested.
- b) Compliance with the site rules and regulations is a condition of membership. Those found to be in breach of the site rules may have their membership terminated which can include barring access to Eisteddfod site and services.
- c) The National Eisteddfod will not accept responsibility for any personal injury or loss or damage to property, unless it can be proved the National Eisteddfod is responsible through act or negligence for the injury or loss.
- d) Every caravan must have chemical toilet facility, and appropriate provisions will be provided to empty them - no liquid should be discharged on the ground.
- e) Pets are allowed on site but owners are expected to keep them under control at all times.
- f) The caravan and camping site is intended for families and adults. **It is highly recommended that groups of young people use Maes PeByll (Youth Camping Site) which is located within a convenient distance from the Maes.**

2. Occupancy

- a) The Caravan and Camping site will be open from 14:00 Thursday 2 August to 14:00 Sunday 12 August 2017. **Caravanners will not be accepted before the first date.** If you have hired a caravan, you must make arrangements with the owner to collect the caravans after 17:00 on the Sunday.
- b) We ask that you complete the registration form listing everyone who will be staying in your caravan / tent and present it to the stewards on your arrival. **This form will be sent to you in the pack some 4 weeks in advance with all the other details about your pitch etc.**
- c) If you need help, advice or have any difficulties whilst on site please contact the Site Supervisors. The Site Office will be open between 08:00 – 21:00 for general / location enquiries. Security staff will be present outside these hours for emergency purposes only.
- d) No person under the age of 18 is permitted to stay in a caravan / tent without adult supervision.
- e) It is not permitted for more people to stay overnight in a caravan / tent than it has been designed to accommodate by the manufacturer.
- f) Stickers will be sent to you to be affixed on your caravan / car / tent and these must be displayed for the duration of your stay on the Caravan Site.
- g) The caravans and tents will be sited by one of the site supervisors, and any instructions issued should be followed at all times. **No caravan / tent will be sited after 21:00 and the decision of the supervisors to site or not is final.**

3. Pitch

- a) The Caravan and Camping Site is located at Pontcanna Fields. A shuttle service (low floor) will operate daily between Cardiff Bay and the Caravan Site, including Friday 3 August.
- b) Pitches will be allocated in the order of receipt of applications. You are advised to send your application as soon as possible if you want to be sited as near as possible to the Site entrance.
- c)
 - i) If you wish to be placed near friends (up to 12), application forms **MUST** be submitted together in the same envelope as soon as possible **OR** complete the back page of the application form requesting to be located in a group **BY 11 JUNE** - please note this only needs to be done once for each group (contact the Eisteddfod Office for further guidance).
 - ii) If applying and paying online and want to be placed as a group, you **MUST** follow the relevant instructions when making your application.
 - iii) It is not possible to have tents in groups of caravans unless you order and pay for a caravan pitch.
- d) **Group applications will not be processed** until every member of the group has completed and returned their respective application form along with the correct payment (by 11 June).
- e) If you are frail, disabled or have a medical condition which results in mobility problems, please note this on the application form.
- f) The site will be set out in accordance with the relevant guidelines for temporary caravan sites - pegs will be placed every 10 meters, and the corner of the caravan should be placed by the peg, according to instructions given by the officials.
- g) You may erect an awning **or** small (one / two man) tent next to the caravan but you must keep within your pitch space and leave at least 3 meters between the next caravan. You are not permitted to erect a large (family) tent next to your caravan, unless you apply and pay for an additional pitch. **Erecting a tent or gazebo behind a caravan is not permitted.**
- h)
 - i) **Caravan:** You must keep within your pitch (10m x 7.5m), and keep at least 3 meters between your caravan / awning and the next caravan / awning.
 - ii) **Tent:** You must keep within your pitch (5m x 7m), and keep at least 4 meters between your tent and the next tent. If you require additional space, you will have to apply and pay for an additional pitch.

THIS RULE WILL BE STRICTLY ADHERED TO, and you will be asked to remove any obstructions which are in breach of this rule.

4. Payment

- a)
 - i) **Caravan, caravan and awning or motor home:** To apply for a pitch on the Caravan Site you must pay for the full 10 nights which is **£270**.

ii) Subject to availability, a 4 night pitch (Wednesday 8 August to Sunday 12 August) may be booked from 1 June for **£170**. Applications will not be accepted before this date.

NOTE - it will not be possible to site caravans staying for 4 night with those who are staying for the whole period.

b) i) Tent: To book a pitch on the camping site you must pay for the full 10 nights which is **£130**. Tents will be in a dedicated area of the Caravan Site.

ii) Subject to availability, a 4 night pitch (Wednesday 9 August to Sunday 13 August) may be booked from 1 June for **£85**. Applications will not be accepted before this date.

c) If an application is withdrawn, a percentage of the fee will be retained on a sliding scale depending on notice given. You should not make an application for a pitch on the Caravan and Camping Site until you are certain that a caravan or tent is available to you.

d) We will send an acknowledgement on receipt of applications by e mail or by post where no e mail address is provided. you must. For your information, transactions made by card will show as 'Eisteddfod' on your statement should you require further proof that the application has been processed.

5. Electricity

a) Use of generators is not permitted, nor storage of petrol / diesel on the Caravan Site.

b) Electricity will be supplied by the Eisteddfod and is included in the fee.

c) The electricity supply is restricted to **10 amp**, and if you overload the supply the connection will cut off automatically. The switch can be re-set, but if you consistently over load, the supply will be disconnected permanently. In such cases, no refund will be given.

d) It is not possible to have electricity in tents, unless you order and pay for a caravan pitch (with an electricity supply), and provide a suitable and acceptable plug (with RCBO device) to connect to the supply.

e) For everyone's safety, please make sure your electrical equipment complies with all the current standards and regulations. The Eisteddfod is responsible for the safety of electrical points up to socket outlets, so cables, plugs and all equipment connected to them are your responsibility.

f) If you have any problems with your electricity supply, it is essential that you inform the Caravan Site Office **immediately**, asking them to contact the Eisteddfod technical staff.

6. Services

a) The main toilet and shower units will be open between 06:30 and 23:00. One toilet block and / or chemical toilets located around the camping area will be open 24 hours a day.

b) An accessible Shower and Toilet Unit will be provided on the Caravan and Camping Site.

- c) We ask for your co-operation in keeping the toilet and shower blocks clean. A bucket and mop will be provided, and we ask that you respect the facilities for the benefit of others staying on the site.
- d) Every effort is made to provide the best possible showers for site users, but from time to time, high usage can restrict the supply of hot water. We ask for your co-operation to make use of the showers where possible during quieter times of the day.
- e) You are encouraged to help us minimise waste and recycle any waste generated by making use of the services provided.
- f) Residual waste which cannot be recycled should be put in the appropriate sacks (available from the Office), and disposed in the bins provided. We kindly ask that you do not leave any rubbish on your departure.
- g) **Washing by water taps is prohibited**, and Elsan buckets must be cleaned by the taps provided. Please ensure that drinking water taps are not used to clean these buckets.
- h) Dish washing facilities will be provided for campers.

7. Management and Behaviour

- a) Parents are expected to be responsible for the behaviour and safety of their children.
- b) In the unfortunate case of a complaint, please see the site officials first as it is important that they are given the opportunity to resolve a difficulty whilst you are on site. If the problem can't be resolved, please contact the Eisteddfod Office.
- c) **You are asked not to make any unreasonable noise, particularly after midnight.** If a complaint about noise is received, two official warnings will be given, then rule 7(d) will apply.
- d) If anyone on site disregards these rules and disrupts the enjoyment of others after receiving official warnings, site officials reserves the right terminate a tenancy immediately without prior notice or take any other action as deemed necessary. If a tenancy is terminated by the application of this rule, no fees will be refunded.

8. Health and Safety

- a) So everyone can enjoy their stay on site, please follow the official's requests and all notices and instructions. Your health and safety is important, so please take care of yourself and others on the site.
- b) **Bicycles** - The Eisteddfod makes every effort to ensure the safety of visitors on the Caravan Site. Track boards are provided to facilitate the movement of vehicles - they are not suitable for bikes and cyclists are encouraged not to use them. The use of bicycles is prohibited after dark. **We appeal on all parents and carers to comply with this rule.**
- c) First Aid - basic first aid equipment must be available in every caravan.
- d) Sleeping in cars is not permitted.

- e) **Only ONE CAR may be parked by each caravan. Other vehicles** (including vehicles which you wish to use during the week) **must be parked in the adjacent car park.**
- f) **Excluding exceptional circumstances or in the event of an emergency, the use of vehicles is strictly prohibited on the Caravan and Camping Site during the week.**

9. Fire

- a) An adequate amount of space must be kept between your unit and the next, as directed by the officials on Site.
- b) Every caravan is located within 90 metres of a fire point. Each fire point has two 9 litre water extinguishers and a bell to raise the alarm. You are advised to familiarise yourselves with your nearest fire point.
- c) Fire extinguishers - you must have a suitable fire extinguisher, at least 900 grams of powder. In addition, it is strongly recommended that a fire blanket is available in the cooking area.
- d) A recently tested smoke alarm must be fitted in each caravan.
- e) Open fires are not permitted on the site, although suitable barbeques are allowed. The use of barbeques is not permitted inside tents, awnings and caravans due to the dangerous fumes emitted as well as the risk of fire. Do not use as a source of heating.
- f) If a fire occurs, move everyone outside immediately and warn occupants of nearby caravans or tents and call 999 or 112 giving the Eisteddfod Caravan Site, Pontcanna Fields as your location.

10. Visitors

- a) Any additional vehicles on the Caravan and Camping Site will be charged £10 for parking.

11. "Force Majeure"

- a) In the unlikely event that the Caravan Site tenancy has to be curtailed or cancelled due to circumstances beyond the control of the Eisteddfod (i.e. severe weather, foot and mouth outbreak etc.), no refunds will be given. You are advised to seek adequate insurance cover for such exceptional circumstances.

12. Insurance

It is illegal not to insure a caravan if it's a touring caravan or trailer caravan. It is your responsibility to ensure suitable and adequate insurance for your caravan, awning and contents. The Eisteddfod has public liability insurance.

13. Tickets

Information regarding evening ticketed events and concerts will be available from 3 April on the Eisteddfod website www.eisteddfod.wales and ticket line 0845 40 90 800.



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For the latest information about the
National Eisteddfod, visit our website
www.eisteddfod.wales

or our facebook page
www.facebook.com/eisteddfod

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