



**LYME REGIS TOWN COUNCIL**  
**DECKCHAIR CONCESSION 2020-2022**

**TENDER FORM**

**Name** .....

**Address** .....

.....

**Postcode** ..... **Tel No** .....

**Email** ..... **Web address** .....

**I/we hereby offer to the Lyme Regis Town Council a total sum of £ ..... for the 2020, 2021 and 2022 seasons (VAT will be added to this sum and payable by the concessionaire) to operate a deckchair concession in accord with the following conditions to which I/we agree:**

1. The concession to be granted for the 2020, 2021 and 2022 seasons and to operate from the second weekend in March to the last week of October during each year.
2. Chairs should be placed on main beaches, including the sandbar, the specific boundaries of which are to be agreed with the operations manager.
3. Care must be taken to ensure all deckchairs are made available for public use and are in a safe condition.
4. Sites for the stacking of deckchairs to be agreed with the operations manager.
5. All chairs to be covered and secured at night. Canvas covers used for this purpose to be left in a tidy condition at each location when not in use.
6. The concessionaire must always be readily available during the times of operation, but in the event of any prolonged absence a nominated deputy should be present whose identity should be known to the appropriate council staff.
7. The concessionaire to employ sufficient staff enabling the concession to operate at its maximum capacity at any one time.
8. The concessionaire and staff to be appropriately dressed throughout the hours of operation.
9. All concessionaires to be jointly responsible for keeping the concession area free of all rubbish throughout the concession period.
10. The concessionaire to hold public liability insurance of not less than £5,000,000 covering themselves and staff, the certificate to be examined by the operations

manager at the commencement of the season. The town council accepts no responsibility for any injury or damage to any person or equipment belonging to the concessionaire, employees or participants.

11. The operations manager to retain overall responsibility ensuring through the appropriate council staff that all conditions of the concession are met. In the event of any dispute concerning the conditions the matter to be referred to the mayor and chairman of the Town Management and Highways Committee, whose decision will be final and binding.
12. The town council reserves the right to relocate the concession site as appropriate, and with the council's ability to do so in the event of any sea defence work or other activity beyond the council's control requiring vacation of the existing site.
13. The town council reserves the right to terminate the concession at any time should there be an infringement of the conditions herein stated or if the concession fee is not paid in accord with the tender submitted.
14. This concession shall not operate as a lease or tenancy and shall not be assigned to any person other than the concessionaire.
15. The availability of the chairs to be well signed, with all signs being to a professional standard, and approved by the operations manager.
16. All concessionaires are responsible for ensuring they pay any taxes or duties incurred by their business.

**/we agree to pay the concession sum in equal amounts on the following dates:**

<b>1 May of each respective year</b>	<b>50%</b>
<b>1 July of each respective year</b>	<b>50%</b>

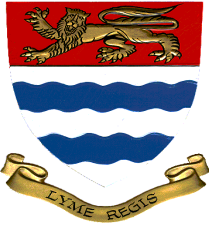
**This tender, together with the council's conditions and written acceptance, shall constitute a binding contract between us.**

**Signed** .....

**Date** .....

**JOHN WRIGHT, TOWN CLERK**

Town Council Offices  
Guildhall Cottage  
Church Street  
Lyme Regis  
Dorset  
DT7 3BS



**LYME REGIS TOWN COUNCIL**  
**DECKCHAIR CONCESSION 2020-2022**  
**BUSINESS PROPOSAL GUIDELINES**

Please address the following points within your business proposal and post together with your 2020-2022 deckchair concession tender form to:

**Town Council Offices**  
**Guildhall Cottage**  
**Church Street**  
**Lyme Regis**  
**Dorset**  
**DT7 3BS**

Alternatively, you can email us with the attachments:  
**[admin@lymeregistowncouncil.gov.uk](mailto:admin@lymeregistowncouncil.gov.uk)**

1. Details of the deckchairs and other beach equipment you wish to hire out.
2. Details/drawings including measurements of the unit/stall in which you are going to display your goods.
3. Details and copies of your current public liability insurance cover.
4. The proposed hours of operation.
5. Details of the proposed pricing of goods, as appropriate.
6. Details of the equipment (if necessary) you will be providing and utilising.
7. Details about yourself or the company you work for and other staff.
8. Details of proposed staff uniform or codes of dress.
9. Details of how you propose to sell your goods.
10. Details of how you propose to access and exit the sites.