

## Stall 9 to 12 - The Glass Arcade

### Application Guidance

**Application deadline 3/3/2025**

#### Overview

St Nicholas Markets presents a unique opportunity within Bristol's prestigious and historical Glass Arcade. It allows you to become part of a rich tradition and vibrant community. We are now welcoming interested parties to submit their applications.

The vacant stall sits alongside many well-established and successful food businesses, in an area of the market that benefits from high levels of lunchtime visitors.

We are accepting applications for the sale of food for immediate consumption and would welcome interest from parties offering a something highly original and authentic.

The stall has an approximate floor space of **10 square meters**. The **annual licence fee is currently £5,788.57** (approximately £482 per month), inclusive of an water supply. Electricity is available by way of an independently metered supply. (licence fees are subject to annual inflationary increases and periodic review).

Note that license fees are due to increase by **5%** from 01/04/2025.

**Licence Fee Consultation:** The council will soon be conducting a consultation with existing resident food businesses. The proposal is for traders to pay a percentage licence fee based on turnover of sales (up to around 15%). The outcome of this consultation is currently undecided.

Trading will be licenced on a six-day week basis (**Monday to Saturday**) and traders must be open for business from **9:30 am to 5 pm** daily (subject to periodic review and changes). Occasional Sunday and evening trading may be required throughout the year, especially during the summer and Christmas periods.

#### Application process

Due to the stall's location, we are only accepting applications for the offer of food.

Applicants are advised that the trading space attracts high levels of public footfall, and consideration should be given as to how to efficiently serve customers and manage arising queues. Ideally, a successful offer will be one that is deemed to have the potential to build a loyal customer base, as well as capitalise on the trade of visitors and tourists.

When submitting your application, please include images of the products you wish to sell, along with any other information you feel may be useful.

Ready to apply? Express your interest by completing an application form (found [alongside this application guidance document on our website](#)), and return it by post, e-mail (markets@bristol.gov.uk), or hand-deliver to St Nick's Markets Office situated within the Glass Arcade (opposite Crafty Beans).

Remember, the **deadline for applications is Monday the 3<sup>rd</sup> of March 2025**. After this, successful applicants will be shortlisted for interview.

## Scoring Criteria

Applications will be scored on the following criteria:

Scoring Criteria	Score percentage
Efficiency of customer service How quickly you can serve customers and manage queues.	10
Previous similar retail experience. Similar experience being market trading (indoor and or outdoor). For applicants who may be existing or previous St Nicholas Market traders, licence agreement terms & conditions compliance will be considered.	5
Existing business website and or social media.	5
Concise and market relevant business plan. No more than one side of A4 paper.	10
Product authenticity. See authenticity rating guide on page 5 for reference.	35
Product originality. See originality rating guide on page 5 for reference.	35

Please keep in mind the following: In addition to the scoring criteria detailed above, applications will be evaluated based on St. Nicholas Markets' **Balance of Trade Policy** (a separate document) and whether the proposed products are suitable for the market. Inappropriate offers may include those that have the potential to cause offence, physical harm, or practical inconvenience.

## Authenticity rating guide

Products will be rated based on their authenticity using the following scoring system:

**0-9:** Products in this range are generally disqualified from being traded. These are products produced with little or no regard for appearance, quality, or items better suited to other markets operated by third parties.

**10-19:** Products in this range just meet the requirements for sale and may only be accommodated in specific cases or upon customer request.

**20-29:** Represents products created or presented acceptably, with attention to overall appearance and quality.

**30-35:** Applied to products of the highest evaluation, nearly perfect with minor imperfections that do not significantly affect the overall quality, especially for hand-made products.

## Originality rating guide

Products will be rated based on their originality and uniqueness using the following scoring system:

**0-9:** These products are very common, lacking originality, and readily available at numerous outlets. They are generally not suited for our market.

**10-19:** Low-quality products will only be considered for sale in specific cases or at customers' explicit requests.

**20-29:** Represents originality with minor aspects that could be improved.

**30-35:** These products exhibit the highest level of uniqueness and novelty. Minor similarities to other products would not significantly impact their originality rating.



## Interview Process

Applicants need to achieve a combined score of **60** or higher to qualify for an interview. If there are six or more qualifying candidates, only the top five scoring applicants will be shortlisted. Should nobody be appointed after the initial interviews, any remaining applicants with scores over **60** will be invited for further interviews in order of their scores (again in order of highest scoring). This process will repeat until an appointment is made or all possible viable candidates are exhausted.

Interviewees will be asked to bring along example products and or images, comprehensively detail the range of products they wish to offer, effectively communicate stall presentation and display ideas, as well as inform of any business promotion and marketing plans. Interviewees will also be asked to expand on their short and long-term business plans.

The offer of a trading stall will be based purely on interview performance, with the highest-scoring candidate being successful (subject to the desired outcome). Shortlisted applicants will be informed of the selection criteria prior to attending the interview.

## Stall location

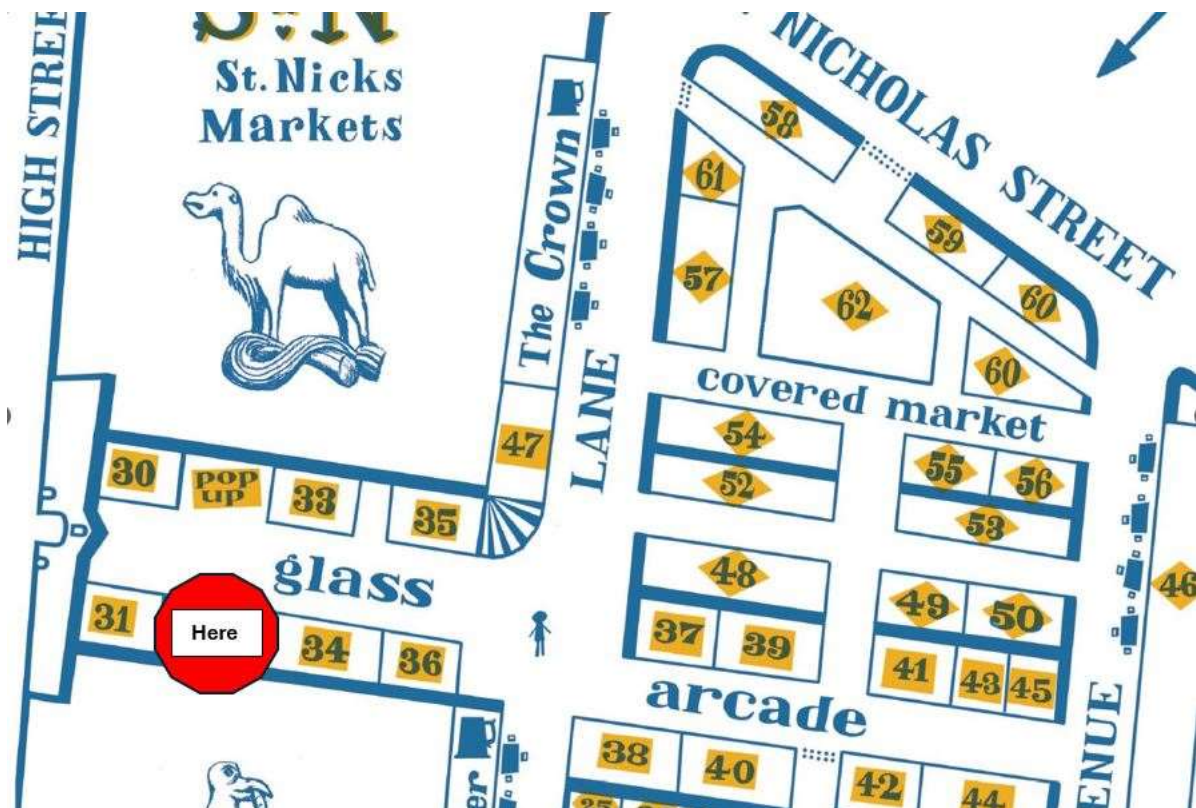
Please visit the stall to understand its location and size. Due the nature of the trading space the stall is closed, however, we can open-up the unit should you wish to see inside. Please contact us and we can arrange access during normal market opening hours (Tel – **07795 445 728**).

If you require assistance with access, our Markets Team is here to help. Don't hesitate to contact us with any questions about this trading opportunity.

Address: St Nicholas Market, The Corn Exchange, Corn St, Bristol BS1 1JQ

[View the location on Google Maps.](#)

## Map of vacant stall



### Image of trading stall:



### Trading Terms & Conditions

A current example of St Nicholas Market's licence document issued to market traders can be found online alongside this application form.

### Contact information

Telephone 0117 9224014

E-mail [markets@bristol.gov.uk](mailto:markets@bristol.gov.uk)

Address: Market Office, The Glass Arcade, St Nicholas Market, Bristol BS1 1JQ