START UP Pop-Up Showcase & Retail Opportunities Terms and Conditions

Newcastle University START UP

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About the Opportunity

Newcastle University START UP can facilitate **pop-up showcase and retail opportunities** to help you develop your entrepreneurial experience by putting products, creative work and business propositions in front of real audiences.

Opportunities may take place in a range of locations and settings around campus and, where appropriate, through external partners. They may include:

- product showcases and displays
- demonstrations and interactive activities

- pop-up retail opportunities
- markets and events
- other relevant opportunities with the university or external partners.

Opportunities are not guaranteed and are offered on a case-by-case basis. The START UP team will assess whether an opportunity is appropriate for a particular business based on factors including the nature and readiness of the business, the products or services offered, the requirements of the opportunity and any requirements set by the host organisation.

Who Can Access This Offer?

The START UP Pop-Up Showcase & Retail offer is available to:

- Current UK Newcastle University students and international students with suitable visa permission – see Student Visa restrictions section
- Newcastle University graduates within two years of graduation

Businesses and individuals will need to be actively working with either a START UP Entrepreneurship & Start-up Consultant or Business Adviser to be considered for a Pop-Up opportunity.

Businesses must align with Newcastle University values.

Types of Opportunity

Showcase Opportunities

Showcase opportunities are for individuals or businesses who are developing an idea, prototype, product or creative practice and want to:

- conduct market research
- display prototypes or early-stage products
- raise brand or profile awareness
- run demonstrations, workshops or other interactive activities

Showcase opportunities are **non-commercial**.

Retail Opportunities

Retail opportunities are for businesses that are sufficiently developed and ready to sell their products to members of the public.

Those eligible are required to:

- be registered with HMRC as self-employed and able to provide a Unique Taxpayer Reference (UTR) or with Companies House and able to provide a Company number*
- have launched their business within the past 18 months
- hold a minimum of £5million Public & Products Liability Insurance - *Guidance will be provided*
- If you have employees, you must hold Employers Liability Insurance unless exempt see: https://www.gov.uk/employers-liability-insurance
- comply with relevant regulations for your product or market and hold any necessary licenses
- provide appropriate stock and retail presentation
- use a reliable and secure payment system
- meet any additional requirements set by the university or external partner

Specific eligibility requirements will be communicated for each retail opportunity.

*The University must not be used as the registered business or company address.

Student Visa Restrictions

Due to UK Home Office visa restrictions, international students **cannot be self-employed or engage in business activity on a Student Visa.**

Read guidance from the Visa Support team.

Students can still engage with the Pop-Up Showcase opportunities and engage with the wider START UP offer.

Safety and Compliance

Products and activities permitted will depend on the individual opportunity and the requirements of the venue or partner organisation.

All products sold or displayed through Pop-Up opportunities must meet UK safety standards and consumer protection laws, including (but not limited to):

- toys and costumes must be UKCA or CE marked, meeting fire safety regulations
- clothing must be properly labelled and compliant with flammability regulations (especially for children)
- electrical items must be PAT tested and compliant with UK safety regulations

- cosmetics and skincare must follow UK Cosmetic Product Safety Regulations
- food and drink (if permitted) must be registered with the local authority, meet hygiene standards and be clearly labelled with ingredients and allergens

By participating, you confirm that:

- all products are safe, legal, and appropriately labelled
- handmade or upcycled goods meet applicable safety criteria
- products for children are clearly labelled and tested where required

The START UP team reserves the right to request proof of compliance or remove any item that poses a potential safety risk.

Intellectual Property

You must confirm you own the Intellectual Property (IP) associated with your business.

You are wholly responsible for protecting your IP and should avoid disclosing information that is commercially sensitive without appropriate safeguards.

Further information is available via the UK Intellectual Property Office or the BIPC North East – Business & IP Support.

Sales and Payments

Where an opportunity permits commercial sales, you are responsible for processing your own transactions and you must provide refund and returns information in line with the Consumer Rights Act 2016.

The University operates a cashless campus. START UP can loan card readers if required, with guidance on use.

The university does not take ownership of your businesses or products and does not take a commission or percentage of sales.

Stock, Equipment and Personal Belongings

You remain responsible for your own stock, equipment, products and personal belongings. Newcastle University will not accept responsibility for loss, theft or accidental damage to your property. Please do not leave valuable items unattended.

Marketing, Photography and Publicity

Newcastle University's START UP team reserves the right to publish information relating to Pop-Up opportunities, including:

- participants' names, degrees, and graduation years
- testimonial quotes
- business information such as business name, summary, and URLs

This may be shared via press releases, case studies, and video content on the University website and social media.

Eligibility and Selection

Where demand exceeds the number of opportunities available, START UP may use a selection process. Selection criteria may include:

- suitability of the business or proposition for the opportunity
- stage and readiness of the business
- suitability and quality of products
- customer or audience fit
- ability to meet the practical requirements of the opportunity
- compliance with relevant legal, insurance and regulatory requirements
- the requirements of the venue or external partner

Meeting the eligibility criteria does not guarantee that an opportunity will be offered. Where an external organisation is involved, the final decision may be subject to that organisation's approval and requirements.

Cancellation and Changes

START UP reserves the right to amend, postpone or cancel an opportunity where necessary, including where there are changes to venue availability, university requirements, health and safety considerations or partner arrangements.

START UP may also withdraw an opportunity from you if you no longer meet the eligibility requirements or fail to comply with these Terms and Conditions or the requirements of the specific opportunity.

Privacy Notice

Newcastle University will process personal information provided by you for the purposes of administering START UP opportunities, assessing eligibility, managing participation and communicating relevant information.

The data collected will include your name, student number or date of birth, email address, and your business details. This data will be processed in accordance with Newcastle University's Privacy Notice and applicable data protection legislation.

For more information, visit: ncl.ac.uk/data-protection/data-protection-policy

START UP Support

Participation in a pop-up, showcase or retail opportunity forms part of the wider START UP offer. You are encouraged to engage with everything available from START UP, including one-to-one advice, workshops, events and other development opportunities.

To engage in START UP support, book an initial appointment via mycareer.ncl.ac.uk

If you have any questions about START UP, email: startup@ncl.ac.uk

Newcastle University reserves the right to amend all details of this opportunity at any time and change the Terms and Conditions without notice.