

HANBURY COUNTRYSIDE SHOW

TRADE STAND TERMS AND CONDITIONS

1. All Applications for trade space should be made **NO LATER than MONDAY 1st JUNE 2020**.
2. No Applications will be processed without a returned booking form, **payment in full, a signed completed risk assessment form, health & safety declaration and proof of insurance.**
3. The completed application form must clearly state the size of the stand required, with details of all vehicles, trailers, gazebos, tents, etc which form part of the stand. Where tents are to be erected, sufficient space must be allowed to include tent guy ropes. **Please note that all sites are in the open, on grass, NO Electricity is provided (except Food and Craft Marquees).** Water will be available from taps on the Showground.
4. Trade stand pitches will be available from 11.00am on Friday 3rd July. Passes will be posted out approximately one week before the Show. There will be overnight security in place.
5. Trade stand vehicle passes are only valid until 8.30am. Admittance is **STRICTLY BY PASS ONLY**. After 8.30am, all vehicles entering the Showground will be required to use the free public parking area.
6. Vehicle passes will be issued to each stand. Additional vehicles arriving on the morning of the Show will be refused entry. If more vehicle passes are required they must be requested in writing before June 1st 2020.
7. Exhibitors are solely responsible for the safe custody of their property. The Society, its officers and staff disclaim any responsibility and all liability in respect of loss (including damage, theft, fire, accident, etc). The Society strongly recommends that all Trade Exhibitors arrange adequate insurance to cover any loss. Exhibitors **must** have public liability insurance cover.
8. **Exhibitors must not commence dismantling any part of their trade stand exhibit before 6.00pm without prior permission from a Society Officer.**
9. Tentage for plots may be booked direct through The Marquee Company of Worcestershire on 07899 805150 www.themarqueecompany.co.uk. If tentage is hired please inform the secretary of the size and location within the stand pitch at least one week before the Show.
10. **Generators:** The use of **petrol generators is strictly forbidden.** The Society reserves the right to ask for what they regard as unsuitable generator equipment to be removed. To avoid the risk of nuisance to traders/the public; we request that you provide the quietest generator available, have suitable means of noise suppression and be mindful of siting the generator. Details of size, means of noise suppression & details of certification must be available for inspection. All electrical equipment used must display a current PAT certificate.
11. **Gas:** The use of gas appliances is permitted. Gas cylinders must be stored in well ventilated areas locked in cages and **NOT** in Marquees. **Propane cylinders** supplying appliances should be sited in the open air and **NOT** inside Marquees. A **Butane cylinder** can be located inside a marquee to supply the appliance. Cylinders must always be placed in an upright position. All flexible hose must be labelled with either BS3212 or BSEN1763 and the regulator must be labelled with BS3016 or BSEN12864. Hoses must not exceed one metre in length between the regulator and appliance. The Society reserves the right to ask for what they regard as unsuitable gas equipment to be removed.
12. Exhibitors are required to have a fire extinguisher available on their stand
13. Exhibitors will not be allowed to remove turf or dig up ground in any part of the Show area without the permission of a Society Officer. All holes must be filled in after use and turf replaced in a satisfactory manner.
14. All rubbish must be placed in bins and skips provided. All exhibitors must clear their site of litter after the event. Any litter which has been left will be subject to a clearance fee.
- Notice:** Please ensure all used cable ties are placed in bins; we recommend the use of brightly coloured cable ties which can easily be seen on grass. Discarded cable ties pose a threat to farm animals and wildlife.
15. All Stands selling food must enclose alongside their application their Local Authority Registration details and provide a copy of their current **FHRS certificate**. Or an FHRS exemption letter from their Local Authority. Applications will not be accepted until such documentation has been received.
16. Sites may not be transferred and no Exhibitor shall sublet, exchange or part with the possession of the site or stand allocated to him without the written permission of the Secretary.
17. All exhibitors and their representatives entering the Showground will be subject to the Rules and Regulations of the Society, which they are deemed to have accepted, and also to instructions of the Society's Officers and Staff.
18. Cancellations: In the event of an exhibitor notifying the Secretary that he/she is unable to attend before **June 1st 2020**, the Society will refund the charges paid, less an administration fee of £10.00. If the cancellation is made after **June 1st 2020** there will be no refund.
19. If the Show is cancelled due to poor weather (where the field is considered unusable by the organising committee) or any other reason outside the Society's control, the Society will refund the booking fee minus £5.50 to cover administration costs.
20. Hanbury Countryside Show Society accepts no responsibility for any conflict of interest between trade stands and/or the duplication of a similar type stand, but will try to position stands sympathetically and considerately.
21. Any persons contravening the above rules are liable to expulsion from the showground without any refund of fees paid.