

TRADE STAND BOOKING TERMS & CONDITIONS

1. Booking a trade stand space will only be confirmed once a trade stand booking form and payment has been received, and full approval has been given by the Committee.
2. For those who request an invoice before payment can be made, a month will be allocated after sending an invoice to allow payment. It is requested that a purchase order number be submitted along with your booking form.
3. For those paying by BACS please include a reference number or name, this especially applies to SIC where different departments may make the same payment. Failure to put a reference name or number will hold up your booking confirmation as we try to establish who has actually paid and may ultimately lead to the cancellation of your booking.
4. Upon clearance of the trade stand payment, a receipt, information letter and 2 gate passes will be posted out. Any trade stand who losses their gate passes before the show will have to pay the normal gate admission at the gate.
5. If there are more than 2 helpers with any trade stand, they will have to pay normal gate admission.
6. Trade stands are requested to be in place by 10am. Gatekeepers will be on duty from 7am to help direct you to your stand.
7. Trade standers may bring their vehicle on the show field before 10am to deliver materials and equipment but must remove their vehicle to the car park as soon as possible and no later than 10am. Trade standers who arrive after 10am will not be permitted onto the show field with their vehicle and will have to park in the carpark as instructed by the stewards and carry any equipment or materials to their trade stand. This does not apply to those who have booked a vehicle on an outside trade stand space.
8. As the Show runs its own Grand Raffle, we will not permit the selling of raffle tickets.
9. Each trade stand table is 2ft 6in x 6ft, and each trade stand is allocated 2 chairs. If you require extra chairs, please mark this down on your booking form or contact the secretary before the show.
10. If you are not happy with your space when you arrive, please contact the secretaries hut, please do not rearrange other neighbouring stands. While we will endeavour to make your space satisfactory, it may not be possible to move you to another stand.
11. Trade stands handing out information leaflets or gathering information are to do so at their stand and are not permitted to do wander over the show field unless explicitly by prior agreement of the committee.
12. Please mark down all electrical requirements and all wattage of each item on your risk assessment form. Failure to inform us of your requirements beforehand will mean you will not receive any power on the day.
13. We would ask trade stands not to sell any items that is going to be of a nuisance to crowds and livestock i.e. silly string; noisy horns, etc
14. The show does not have an official opening time. The judging of the indoor exhibits starts at 10am and is usually finished at 12 noon. Some visitors who have come with exhibits, may look around the trade stands at this time. The show usually finishes after the trophy presentation around 4 30pm.
15. If a trade stand for any reason has to cancel their booking, payment will only be refunded if sufficient time is given, and the committee is able to re-allocate their space.