

NORTH YORKSHIRE COUNTY SHOW 2012

Sunday 17th June 2012

TRADE/CRAFT MARQUEE/FOOD MARQUEE STAND APPLICATION

Please return this completed form with full payment (cheques payable to North Yorkshire County Show) by the **closing date 26th May 2012** to:

**Chris Snell,
The Parklands,
Scruton,
Northallerton,
North Yorkshire,
DL7 0QT**

Tel: 01609 748359 - Mobile: 07767 357173 - Email: northyorkshireshow@homecall.co.uk

FOR OFFICE USE ONLY

Stand Number

Stand Location

Size

Date Received

COMPANY DETAILS: (this address and contact details will appear in the show programme and on invoices).

Name of Business.....Contact Mr/Mrs/Miss/Ms.....

Address.....

.....Post Code.....

Tel Nos.....Email.....

If your application is successful, your name and address will appear in the show programme. This programme will detail your company name, contact info, address and a brief description of what you sell. We may also use this information for promotion publicity and future mailings undertaken by or on behalf of this show.

CORRESPONDENCE DETAILS (If different from above): (tickets, passes and general correspondence will be sent to this address).

Name of Business.....Contact Mr/Mrs/Miss/Ms.....

Address

..... Post Code.....

Tel Nos.....Email.....

GOODS/SERVICES/EXHIBITS TO BE DISPLAYED ON STAND:

.....

Please tell us what you intend to sell/exhibit, as only goods/services specified above may be promoted or sold from the stand. NYCS reserves the right forthwith to close without compensation any stand found to be exhibiting, displaying, promoting or selling any product or service without prior approval.

In the interests of animal safety, aircraft, kites, balloons etc. are prohibited in the immediate proximity of the show and car parks except where prior permission has been obtained from NYCS.

Sole catering rights have already been allocated for 2012, so no applications will be accepted from food/drink/ice-cream vans.

The craft and food marquees are for locally produced goods, not bought in items.

In the interests of animal safety, aircraft, kites, balloons etc. are prohibited in the immediate proximity of the show and car parks except where prior permission has been obtained from NYCS.

The sale of Cap guns, BB guns, laser guns, laser pens and explosive devices is prohibited.

NYCS requires that where stand holders provide food and drink, they should hold a valid current basic food Hygiene Certificate.

THE SHOW FIELD (Otterington Hall, South Otterington, Northallerton, North Yorkshire, DL7 9HW):

Stands will be pegged and stand holders may not move these pegs or occupy space outside the space they have booked.

It is the responsibility of the stand holder to check the stand number before unloading to ensure that exhibits are placed on the stand allocated to them. NYCS will not be held responsible for stands erected in the wrong location.

The First aid point will be clearly identified on the show field and on maps and in programmes.

Care and consideration should be demonstrated by the drivers of all vehicles when the show is open to the public particularly in crowded public areas and when livestock and horses are moving or visible.

The show field will be open for setting up from Friday 15th June at noon. The food and craft marquees will be open for setting up from Saturday 16th June at noon.

A stand pipe point is available on the show field for fresh water.

There will be a security presence on the show field on Friday and Saturday evening only, however NYCS will not be held responsible for security of your exhibit whilst on the Showground.

YOUR STAND:

Please tell us where your preferred stand location would be, either on the field or within the marquee and we will try to accommodate this.

.....

NYCS cannot be responsible for any loss or damage to any trade stand or exhibit. All stand holders should have full, valid insurance including public liability insurance.

You are responsible for carrying out your own fire and risk assessments as they apply to your trade stand space.

All stands are to be complete and vehicles moved away by 8.30 a.m. on the morning of the show. Late arrivals will not be allowed onto the show field. Vehicles are not permitted to move on the showground during opening hours

When erecting a static or moveable display, stand holders must ensure that it is secure, as failure to do so will render the display liable and subject to removal from the show.

Stand holders are responsible for the full reinstatement of their site to the shows satisfaction, otherwise the show reserves the right to have the work undertaken and charged to the exhibitor. All holes from posts or structures must be filled in and reinstated.

NYCS operates a "Waste" policy therefore it is the responsibility of each trade stand holder to dispose of ALL waste/rubbish that is generated. Numerous re-cycling bins/skips are available as well as general waste skips and should be used. Rubbish is NOT ALLOWED to be left on the trade stand pitch. Please remember this field will be grazed by stock when the show is over.

There is no electricity on the field, so please bring your own generator if required and chairs and tables. 2m Tables can be hired from NYCS for the food and craft marquees at a cost of £3 each.

Electrical equipment is the responsibility of the stand holders who must ensure that all the statutory visual and technical inspections are carried out at the prescribed intervals. Cables must either be buried or guarded in a manner to prevent persons tripping or causing injury to themselves.

All staging and penning to be constructed so as to eliminate the risk of collapse and not to have any sharp edges or protrusions, which could possibly cause injury. No guy ropes or other equipment are to be left in such a manner likely to cause an injury or accident.

The cost of the stand is £17 per metre frontage (sold only in full metres) and the minimum size is 3m x 3m (£51) for trade stands and 2m x 2m (£34) within the craft and food marquees. Please note that the depth measurement cannot exceed the frontage measurement.

Sub-letting of stand space is not allowed under any circumstances.

For the enjoyment of our visitors and customers, all stands must be open and manned throughout the show day. Stand holders may not close or dismantle any part of their stands until 5.00pm on the day of show.

Stand holders must not play music, use PA systems or make any other noise at a level which will cause annoyance to adjoining stand holders.

The site must be cleared by 5.00 p.m. on Monday 18th June. Any exhibits remaining on site after this time will be disposed of.

NYCS may make changes in the layout of the show before show day for any reason.

Site allocation is entirely at NYCS's discretion, although we will make every effort to meet requests from stand holders. The Society reserves the right to re-position any stand at any time before and during the Show. Accordingly the allocation of a stand number or description of a particular position on the plan is subject to alteration.

Please be aware that within the marquees your stand will be on grass and that some stands will be near entry/exit points.

The area booked must be sufficient to accommodate the whole display, tent or marquee including guy ropes or protruding base plates, trailers, caravans including tow bars and steps and sufficient room for manoeuvring onto site without encroachment onto adjacent stands.

Trade stand space is on grass, so some uneven areas may be encountered, so you must allow for this when calculating your required space.

TICKETS:

Stand holders will require tickets to gain access (for staff etc.) to the Show on the day. Tickets are allocated free of charge as follows.
2 free tickets per trade stand.

Extra tickets may be purchased in advance at a cost of £6.00 each. All tickets will be posted out with your trade stand pack, which will be sent out a few weeks prior to the show date.

YOUR APPLICATION:

The closing date for applications is 26th May 2012.

Due to demands on our very small committee of volunteers, we cannot acknowledge every application as we receive it. However if this is something you need please enclose a stamped address envelope with your application form.

Completion of this form is not a guarantee of successful entry.

Once the application is approved, successful stand holders will receive details of their Stand location, tickets, map and site plan at least one week before the date of the show.

The stand holder may withdraw from the show at any time with prior notification; however no refund will be given if this is done less than a week before the show date. Any notice of cancellation must be forwarded to the above address as soon as possible.

PAYMENT:

OUTSIDE TRADE STAND
(no food/drink vans)

CRAFT MARQUEE

FOOD MARQUEE

I wish to reserve a stand space ofmetres frontage X..... metres deep @ £17 per metre frontage £.....

I wish to apply forextra tickets @ £6 each £.....

I wish to apply fortables @ £3 each £.....

Total cheque enclosed £.....

AGREEMENT:

Acceptance of this application by the NYCS will create a legally binding contract on and subject to the NYCS's terms and conditions as above.

NYCS reserve the right to require the stand holder to remove its stand immediately and without any refund if NYCS have reason to believe that the stand holder is in breach of any Laws or Regulations enforceable by the local authority's Trading Standards Department.

The stand holder agrees to obey any reasonable instructions given to him by or on behalf of the show in connection with the exhibition.

I/We hereby apply for the stand space and agree to pay the amounts specified above by the closing date.

Signature..... Print Name..... Date.....