

**North Yorkshire County Agricultural Show
Sunday 21st June 2020**



FOR OFFICE USE ONLY
Date Received:
Size:
Stand Number:

TRADE/CRAFT MARQUEE/FOOD MARQUEE STAND APPLICATION

PLEASE ENSURE THAT PRIOR TO COMPLETING THIS FORM, YOU READ ALL OF THE TERMS, CONDITIONS AND NOTES CONTAINED WITHIN THIS DOCUMENT.

PLEASE EITHER TYPE OR USE BLOCK CAPITALS WHEN COMPLETING EACH OF THE SECTIONS ON THIS APPLICATION FORM	
Company/Exhibitor Details (please see terms, conditions and notes)	
Company/Exhibitor Name	
Type of Stand Required	TRADE/CRAFT MARQUEE/FOOD MARQUEE (delete as appropriate)
Goods/Services/Exhibits to be displayed on stand	
Contact Name	
Contact Email	
Contact Telephone	
Contact Address	
Correspondence Details (if different to above) tickets, passes and general correspondence will be sent to this address	

Stand and Payment Details (please see terms, conditions and notes) – CLOSING DATE 31ST MAY 2020		
Preferred Location		
<p>The cost of the stand is £25 per metre frontage (sold only in full metres) and the minimum size is 4m x 4m (£100) for trade stands and 2m x 2m (£50) within the craft and food marquees. Please note that the depth measurement cannot exceed the frontage measurement.</p>		
Stand Size Required	Frontage metres	Cost @ £25 per metre

	required =	frontage = £
Extra Tickets Required - you will receive 2 free tickets per trade stand.	Extra tickets =	Cost @ £9.00 each = £
Tables required	Tables (craft and food marquees only) =	Cost @ £6.00 each = £
Total		£
Cheques Payable to	North Yorkshire County Agricultural Show – please add company/exhibitor name to rear of cheque for tracking purposes BACS payment details are available on request.	
Please insert the reference you used for payment		

AGREEMENT: Acceptance of this application by the North Yorkshire County Agricultural Show (NYCS) will create a legally binding contract on and subject to the **terms, conditions and notes included in this document.**

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 and that I have read, understood and agree to abide by the terms, conditions and notes contained in this document.

Signed	
Print Name	
Date	

TERMS, CONDITIONS AND NOTES – Please read prior to completing form

GENERAL: Please return this completed form with full payment **by the closing date 31st May 2020** to:

NYCS TRADE STAND APPLICATION

**c/o the Show Secretary
24 Thorntree Road
Northallerton
DL6 1QF.**

Cheques payable to North Yorkshire County Show – with company/exhibitor name on rear.

Bacs payments details are available on request.

FOR ALL QUERIES, PLEASE EMAIL: trade.nycshow@gmail.com

YOUR APPLICATION: The closing date for applications is **31st May 2020**; however, the allocation of trade stand space is often completed before this date. Waiting to apply near the closing date often leads to an application being unsuccessful. No application will be accepted without the correct payment.

Completion of this form and submission of payment is not a guarantee of successful entry.

The company/exhibitor name and contact details provided will appear in the show programme and on any invoices.

We do not acknowledge every application as we receive it. However if this is something you need please note this clearly on your application form and we will email an acknowledgement to you. 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.

GOODS/SERVICES/EXHIBITS TO BE DISPLAYED ON STAND: 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.

Sole catering rights have already been allocated for 2019, so no applications will be accepted from food/drink/ice-cream vans.

No live poultry is permitted on any trade stand.

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.

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

We do not have a shopping marquee.

NYCS requires that where stand holders provide or sell food and drink that their business is registered with their local authority and provide their Food Hygiene Rating scheme rating. Traders must be rated 3 or above.

THE SHOW FIELD - Camp Hill Estate, Kirklington, Bedale, North Yorkshire, DL8 2LS

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

The show field will be open for setting up from Friday 19th June 2020 at noon. The food and craft marquees will be open for setting up from Saturday 20th June at noon.

There will be a security presence on the show field on Friday, Saturday and Sunday evening only, however NYCS will not be held responsible for the 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 must 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 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 show's 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. 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. 1.8m (6ft) Tables can be hired from NYCS for the **food and craft marquees only** at a cost of **£6.00 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.

If you use LPG, you must have the relevant gas safety certificate and all members of staff must be trained in the safe use and storage of LPG.

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 £25 per metre frontage (sold only in full metres) and the minimum size is 4m x 4m (£100) for trade stands and 2m x 2m (£50) 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 staffed 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 22ND JUNE. Any exhibits remaining on site after this time will be disposed of.

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

Please be aware that trade stand space is on grass, so some uneven areas may be encountered, so you must allow for this when calculating your required space. Also within the marquees your stand could 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.

CANCELLATION/REFUNDS: The stand holder may withdraw from the show at

any time with prior notification to: trade.nycshow@gmail.com; however, If a stand holder cancels an application prior to 31st May 2020, £50.00 will be deducted from any refund. **Cancellations after 31st May 2020** will result in the forfeit of all fees. NYCS reserves the right to re-let the space.

If at the absolute discretion of NYCS the showground becomes unfit or unavailable for occupancy, or it becomes impossible or impractical to hold the show for reasons beyond the control of NYCS, including, (without limitation) fire, flood, storm, government intervention, malicious damage, acts of war, acts of god, strikes, riots, disease or any other cause, NYCS will reserve the right (but shall not be obliged) to cancel or postpone the show, or any particular section or event for any legitimate reason without compensation.

In these circumstances the parties agree and acknowledge NYCS shall endeavour to refund the stand holder 100% of their stand fees up to one week before the show, 50% of stand fees within one week of the show, however if the show is cancelled once it has commenced, stand fees will not be refunded.

Stand holders are advised to carry their own cancellation insurance.

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 **£9.00 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.

DATA PROTECTION: If your application is successful, your company name/name, contact information (including address) and a brief description of what you sell will appear in the show programme.

North Yorkshire County Show is committed to protecting your personal data and processing it only in accordance with legal requirements. For more details you should request a copy of our GDPR policy. We process your personal data as it is necessary for the performance of our contract with you to facilitate your entry to the Show. We will not transfer your data outside of the EEA (European Economic Area) and will not share your data with third parties, except for Breed Societies and/or affiliated Societies and Equine Events, to whom we submit entries and results, to be checked for validity and eligibility based on their legitimate interests. Results will also be circulated with members of the Press and published on our website.

We retain your data in accordance with our retention schedule to simplify future applications. You have various rights in the data we hold including rectification and objecting to processing.