

TRADE STAND EXHIBITORS 2008

Aug 24th & 25th

Dear Exhibitor,

Thank you for your interest in Moorgreen Country Show which this year will stage its 159th edition. The Show has developed in recent years and now routinely attracts around 15,000 visitors enjoying an annual mix of rural entertainment and education.

We value the support of Trade Exhibitors and have tried to make registration and attendance as easy as possible - and at the same time offer what we believe to be outstanding value for money for a show of the size and quality of Moorgreen. The key points are:

- Prices and sizes are for the two days of the Show.
- Unless otherwise requested all pitches are 10 metres in depth.
- Only £35.00 per metre of frontage.
- No “extras” eg VAT or trade stand membership.
- Free listing in the Show Programme and also Show Website.
- Improved night time security.
- No price increase for 2008.

Your application will be automatically accepted in readiness for the dispatch of your wristbands and vehicle passes in July. Only if there is a problem will we contact you earlier.

I would draw your attention to the new regulations which have been implemented this year to comply with the ever stringent Health and Safety requirements.

If you require a special size or corner pitch or have any queries please feel free to contact me. I hope you are able to be with us and look forward, with the Trade Stand Team, to welcoming you to Moorgreen.

Yours sincerely,
Andrew Marshall

PLEASE READ REGULATIONS CAREFULLY

TRADE STAND REGULATIONS: 2008

1. **Cheques/POs** payable to **Moorgreen Show** must accompany applications as must a **Risk Assessment** and a copy of **Public Liability Insurance** cover.
2. The Show will try to comply with Trader's requirements but cannot guarantee individual sites.
3. Traders will be responsible for maintaining - and leaving - their pitch in a clean and safe condition. Failure to do so will result in a £50 litter picking surcharge.
4. The trading name and address of all Traders **must** be clearly displayed on their pitch as must their relevant public liability insurance certificate.
5. Trade Stands etc can be erected on the Showground up to two days prior to the Show and must be removed, at the latest, by the evening of the day after the Show.
6. Exhibitors are reminded that they are responsible for the observance, by themselves, their employees and their contractors of the Health and Safety etc Act of 1974 and the relevant statutory provisions that cover all safety regulations, together with the requirements of the Health & Safety Executive as given in Health & Safety Standards at Agricultural Show, Demonstrations, Exhibitions and similar events, dated 14th March, 1990. These requirements will be enforced by the government and local authority inspectors.
7. On the two days prior to the Show, the Showground will be open for setting up between 10.00am and 9.00pm after which the gates will be locked. On Show days the gates will open from 7.00am. Trade access to the Showground is via Gate 1. Any exceptions to these times must be agreed in advance with the Show Secretary and the Trade Stand Manager.
8. On arrival at the Showground all exhibitors are asked to report to the Trade Stand Manager prior to setting up in their allocated space.
9. Traders are reminded that their vehicles and their accommodation, such as caravans, must be parked within the curtilage of their paid-for pitch otherwise they must be removed to the public parking area where parking is free. Parking is at owner's risk. When booking space Traders must allow for any tow bar or guy ropes on their unit.
10. **To comply with the Show's Health & Safety strategy, there can be no vehicular movement on the Showground after 9.00am when the gates open to the public. The ban on vehicle movement applies until the end of the Show, approx 5.00pm, and will be determined on the day by the senior police officer in charge of traffic.**
11. Vehicles arriving for the removal of stands at the close of the Show will not be allowed to enter the Showground until the vehicle movement curfew is ended. All stands left unattended after the close of Show are at the stand holder's risk. Security on the Showground continues after the Show until 9.00am the morning after the Show.
12. **The catering rights on Moorgreen Showground are held exclusively by the Society. No exhibitor may sell any food, confectionery, beverage (alcoholic or otherwise), cigarettes or tobacco except those exhibitors who have a specific agreement with the Society, approved with the Show Secretary.**
13. Quiet running generators (completely muffled) and loudspeaker systems are only permitted with the permission of the Show Secretary and at the discretion of the Trade Stand Manager. Diesel powered generators are preferred. Petrol powered generators **MUST** be switched off during re-fuelling with a fire extinguisher available nearby.
14. All Traders are required to comply with the instructions of the Show Secretary and Trade Stand Manager. Anyone not doing so will be expelled from the Showground.
15. No tombola will be allowed to operate on the Showground without the express permission of the Show Secretary. Charitable and other institutions wishing to make appeals for contributions to their funds must also obtain the permission of the Society. The selling of raffle or lottery tickets on a trade stand is strictly prohibited unless the operation is covered by licence under the Lotteries and Amusements Act, 1976. A copy of this licence must be produced at the time of the trade stand application.

16. No Trader or Company may charge for entry into their rented area.

17. Traders and Stallholders will only be admitted to the Showground on production of their wristband. (A wristband is needed for each day of the Show - there are different colours for each day - green on Sunday and red on Monday).

18. Wristband Allocation. A Trade Stand with a 3-5 metre frontage will receive two wristbands per day: 6-8 metre frontage three per day and 8 metres and above four wristbands per day. Additional wristbands may be purchased at the discounted rate of £7.50 when booking. A separate pass will be issued for vehicles.

19. It is a safety regulation that all Trade Stands must be equipped with a fire extinguisher appropriate to the goods on sale. All electrical equipment and connections must be EU compliant and tents, gazebos etc must be constructed of flame retardant material and erected to comply with relevant legislation. Suitable control measures for hazardous substances such as LPG bottles must be initiated by the Stallholder. Traders using LPG must submit a full risk assessment and have the relevant test certificate available for inspection.

20. The Society reserves the right of decision to postpone, cancel, abandon or curtail the Show. Where such a decision arises from directive, happenings or circumstances outside the control of the Society, it shall not create liability to claim for loss or damages, nor for the refund of any fees and charges paid.

21. The Society, its officers and servants will not, in any way, be liable to any persons whatsoever for any damage or loss, however caused, to the property of any such person or for any injury, fatal or otherwise, to any such person while on the Society's showground or car parks.

22. Every exhibitor shall be solely liable for any loss, injury or damage that may be done to or occasioned by or arising from any article or property exhibited or brought on to the Showground by or for him, and he shall indemnify the Society on account of or in respect of such damage or injury.

23. Acceptance of 20 above shall be a condition of entry or participation in the Moorgreen Country Show.

24. Only those goods declared on the approved booking form will be permitted to be sold.

25. The selling of BB guns, peashooters and catapults is strictly prohibited. Special authorisation for the sale of firearms, shotguns, air pistols etc must be obtained from the Nottinghamshire Police Constabulary and a copy of the licence must be sent to the Show Secretary with the trade stand application. No arms can be sold to anyone under the age of 18.

26. Any injury to any person must be reported to the Show Secretary or the section's Chief Steward.

27. The Trade Stand schedule is issued subject to orders and advice of the Department for Environment, Food & Rural Affairs, the Health and Safety Executive and local authorities which may be operative during the build up, Show days and dismantling of the Show. Traders are responsible for full compliance.

28. Moorgreen Showground is a public place. The full provisions of the Road Traffic Act 1991 including the specific offences of dangerous, careless and inconsiderate driving of a mechanically propelled vehicles, apply to the Show.

29. The sale or auction of animals or birds at the Show is totally forbidden. All livestock and birds on Trade Stands are subject to the orders of DEFRA and local authorities operative at the time of the Show. Exhibitors are wholly responsible for obtaining all certificates and permits including those required to leave the Showground at the close of the Show.

30. A No Smoking policy applies to all marquees and enclosed areas. The Society or a representative of the Fire Service may inspect marquees, occupied areas and trade stands to ensure maximum fire safety.

2008 TRADE STAND
EXHIBITION BOOKING FORM
Moorgreen Country Show

Name:

Address:

Post Code:

Tel No:

Contact Name:

The complete range of goods/services MUST be fully declared

I require _____ metres of frontage for a ONE / TWO day stand.
I DO/ DO NOT require power.

Frontage Fee @ £35.00 per metre:

Power @ £60.00 (if required):

Total:

I have read and understood the Trade Stand Regulations.

Signed: _____

Date: _____

Remittances payable to Moorgreen Show should be sent to: Moorgreen Show,
Chapter Six, Hall Lane, Old Brinsley, Notts NG16 5AN.