

DERBYSHIRE AGRICULTURAL & HORTICULTURAL SOCIETY

139th Derbyshire County Show

SUNDAY 23rd JUNE 2019
ELVASTON, NR DERBY



Application for Trade Space
CLOSING DATE FOR APPLICATIONS: 31st MAY 2019

TRADE STAND ENQUIRIES: 01332 793068

www.derbyshirecountyshow.org.uk

DERBYSHIRE AGRICULTURAL & HORTICULTURAL SOCIETY

Patron:

W. Tucker, Esq.
Lord Lieutenant of Derbyshire

Presidents:

Messrs. Kevin and Chris Balls
JC Balls & Sons

Chairman:

J.E. Hicklin, Esq.

Vice Chairman:

R. Hollis, Esq.

General Secretary:

Mrs S.A. James
Tel 01332 793068
Email: info@derbyshirecountysociety.org.uk

Treasurer:

Mrs K. Oxley

General Correspondence:

Mrs Anne James,
General Secretary,
5 Willow Park Way,
Aston on Trent, Derbys DE72 2DF

Derbyshire Agricultural and Horticultural Society Limited
Reg. Office: 5 Willow Park Way, Aston-on-Trent, Derby
Reg. Charity No. 208522 Company Reg. No. 1869793

Dear Exhibitor,

The 2019 Derbyshire County Show will be held The Showground, Borrowash Road, Elvaston, Derby DE72 3EP (nearest postcode). The event will be sign posted from all major routes.

You are invited to make application for trade stand space by completing and returning the attached form together with your cheque/BACS payment for the appropriate amount by **31st May 2019**. **Payments via BACS should be made to NatWest Derby, Account No. 80858708 – Sort Code 60-12-01 - Using Ref TRADE**

Any advertisements must be with the General Secretary by 18th May 2019 or we cannot guarantee inclusion in the two Show Catalogues and any free handouts issued.

To take advantage of the **20% discount** for all general trade bookings, please book by the **31st March 2019** and make the necessary payment. Any applications received after this date will not receive the discount, unless post marked 31st March.

Details for the General and separate Agricultural Rates are on Page 7.

Please note: all bookings must be prepaid (invoices can be issued) and applications can only be accepted if accompanied by the correct fees and documentation. The Society reserves the right to refuse any application, in which case any fees paid will be refunded in full.

Any caravans forming an integral part of your Trade Stand will be charged within the area required for the Stand. Water is available, but no power. A charge of £20 per night will be made for any caravan parked overnight on the Showground which does not form part of your stand.

CATERING TRADE STANDS ARE STRICTLY BY INVITATION ONLY.

Completed forms should be returned as soon as possible to: -

The General Secretary, Derbyshire Agricultural & Horticultural Society,
5 Willow Park Way, Weston Road, Aston on Trent Derbys DE72 2DF
Tel: 01332 793068
Email – info@derbyshirecountyshow.org.uk

We look forward to your support in 2018.

CONDITIONS OF ENTRY

CLASSIFICATION OF TRADE STANDS

1. **AGRICULTURAL** - Any trade directly associated with agriculture or horticulture or which promotes agricultural or horticultural interests, including implements and machinery. Any trade which sells leads or dog equipment. Saddlery Stalls – Any stalls selling only saddles and horse accessories may apply for space at the Agricultural rate. Stalls selling other items (including clothing) must apply at the General Rate.
2. **GENERAL TRADE CLASSIFICATION** - All exhibitors not included in No. 1
3. **SPONSORSHIP CLASSIFICATION** - If you would like to take the opportunity to sponsor one of the many events at the Show, please contact the General Secretary for details of the numerous attractive sponsorship packages available.

TICKETS

Free admission tickets for exhibitors and their assistants will be issued as per the list on page 7. Additional tickets for bona fide use of exhibitors may be purchased at the preferential rate of £8.50 each. These **must** be ordered in advance on the application form.

INSURANCE

This is the responsibility of the individual exhibitors; therefore, the Society shall not accept responsibility for loss or damage howsoever caused. Exhibitors are requested to ensure that they have Public Liability Insurance cover of at least £2 million. **Please enclose copy of Certificate.**

RISK ASSESSMENTS

Please note that the Society requires a copy of your documentation in respect of both a RISK ASSESSMENT AND FIRE RISK ASSESSMENT. A form is available on our website – Applications page - www.derbyshirecountyshow.org.uk. **Please ensure a copy is forwarded with the application form.**

ALL EXHIBITORS ARE REQUIRED TO HAVE A SUITABLE FIRE EXTINGUISHER WITHIN THEIR STAND.

SITING

When space is to include the erection of a tent, sufficient space must be taken to include all tent guy ropes, as these must **not** be allowed to project beyond the area of the site allocated. Please allow six feet all round for this requirement. Covered shedding is not provided. Siting shall be allotted by the Show Officers. All allotted sites must be accepted by the exhibitors and are not transferable.

ADMISSION OF EXHIBITORS' VEHICLES AND EXHIBITS

Where possible, all exhibitors must be on the Showground and all trade stands set up on the day prior to the Show or if they wish they may set up on the Friday. Any Exhibitors setting up on the Friday or Saturday will not need any passes to gain entry to the Showground but must report to the Show Office upon arrival. Exhibitors' vehicles will be permitted to enter the Showground to deliver goods to Trade Stands on the day of the Show between 6.00am and 8.00am and must display the correct vehicle pass – GREEN to enter the Showground, BLUE for any additional vehicles not unloading goods at the Stand. Vehicles must be removed to the Exhibitors **BLUE** Car Park immediately after unloading goods at the Stand, unless it forms part of the Stand. Private motorcars are **NOT** admitted to the Showground unless forming part of the Trade Exhibit. Additional Exhibitors' car park passes are available on application, free of charge.

For Health and Safety reasons, we are unable to allow Exhibitors vehicles to drive around the Showground after 9.00 am. Vehicles arriving after this time will be directed to a specially designated parking area.

Security Officers have orders that no vehicles, other than those carrying livestock, shall be admitted to the Showground between 9.00 pm on Saturday 22nd June and 6.00 am on Sunday 23rd June. The Showground will be closed and secured. Kindly ensure that you arrive within your allotted time.

EXHIBITORS MAY NOT DISMANTLE THEIR STAND UNTIL 5.30PM ON SHOWDAY. VEHICLES REQUIRED FOR THE REMOVAL OF STANDS WILL NOT BE ALLOWED TO ENTER THE SHOWGROUND UNDER ANY CIRCUMSTANCES BEFORE 5.30PM

SUB-LETTING/CANCELLATION

Any Exhibitors who sub-lets any portion of the space allocated will be asked to vacate the showground and will forfeit the opportunity to attend future shows. Where trade space is granted and then cancelled by the exhibitor, fees are not refundable.

LITTER

It is the responsibility of exhibitors to control and remove litter directly accruing from their trade area. Skips shall be provided on the Showground, please do not fill the litterbins with packaging. **Litter not so removed by exhibitors shall result in the cost of such removal being recoverable from the offending exhibitor. Exhibitors who leave unacceptable amounts of litter will not be invited to attend any shows in the future.**

ANNOYANCE

The selling of goods by auction, shouting or other behaviour deemed to be annoying to visitors or exhibitors, is strictly forbidden. Exhibitors infringing this regulation are liable to have themselves and their goods ordered out of/or removed from the Showground.

CATERING FACILITIES WILL BE AVAILABLE ON SITE ON SATURDAY 22nd JUNE.

CHARITABLE ORGANISATIONS (Limited entry)

Charities wishing to apply for concessionary trade space should request the appropriate form from the General Secretary (see inside front cover for address) or see our website for details.

APPLICATION

Trade space shall only be dealt with on a prepaid basis. Applications will not be accepted unless accompanied by the appropriate fees. The Council of the Society reserves the right to refuse any entry for classification of trade exhibit, without any reason being given. Any application not accepted will be returned with any fees paid (in full). Correspondence will not be entered into regarding the non-acceptance of an application.

Please Note: Any stand selling cans or bottles of water, prices on the showground are capped at £1.00. Anyone not adhering to this condition will be asked to leave the showground.

Please Note: NO BBQ'S ARE PERMITTED ON THE SHOWGROUND

Applications from exhibitors who run stalls giving cuddly toys as prizes in exchange for tickets will not be accepted due to the litter problems caused by these stalls in previous years. Live animals must not be given as prizes.

CANCELLATION POLICY

The Society reserves the right to postpone, cancel, abandon or curtail the Show. Where such decision arises from directives, happenings or circumstances outside the control of the Society, the Society will refund fees, once any administration fees have been deducted. The Society will not be under any liability for any loss or damage (whether direct or indirect, consequential or otherwise) arising from or caused by a cancellation, abandonment or curtailment.

THE LEGH FARMS PERPETUAL TROPHY

This Trophy will be awarded at the Show to either a person, a group, or a company, who in the opinion of the Judge(s) have presented

THE BEST TRADE STAND EXHIBIT

Prize cards will be awarded to the Winner, Runner Up and Highly Commended

ADVERTISEMENTS

Advertising your Company, Products or Services in our two show catalogues and free handout is an easy way of promoting your business.

Rates are as follows:
(Where A5 is a full page)

Quarter Page	£ 50.00
Half Page	£ 70.00
Full Page	£ 105.00

(In all cases, artwork MUST be supplied,
pdf or jpeg documents can be forwarded)

Please use the Trade Stand Application Form to apply for any advertising space.

**All advertisements must be received by the 18th May.
Any advertisement received after this date is not guaranteed to be included in the two catalogues. Adverts may be sent by Email –
info@derbyshirecountyshow.org.uk**

THE SALE OF FOODSTUFFS AND DRINKS FROM STANDS IS PROHIBITED. CATERING TRADE STANDS ARE STRICTLY BY INVITATION ONLY

General Rates are based on a flat fee of £50 plus £3.00 per square metre.

Agricultural Rates – Please see classifications on page 4, are based on a flat fee of £25 plus £1.00 per square metre.

Please note: Traders using a third party to erect their stand will need to ensure additional tickets are purchased to allow entry onto the showground on showday. Anyone setting up prior to Sunday will not need a ticket or vehicle pass.

All exhibitors are invited to make application for Open Space as follows:

Metres	Agricultural Based on flat fee of £25 plus £1.00 per square metre	General		Admission Tickets Additional Tickets can be purchased see booking form	Car Passes Green = Trade Gate Blue = Exhibitor Car Park
		Before 31.03.19 <i>Includes 20% discount</i>	After 31.03.19		
	£	£			
3 x 6	43.00	83.20	104.00	2	2
6 x 6	61.00	126.40	158.00	2	2
9 x 6	79.00	169.60	212.00	3	3
12 x 6	97.00	212.80	266.00	4	4
15 x 6	115.00	256.00	320.00	4	4
18 x 6	133.00	299.20	374.00	6	6
21 x 6	151.00	342.40	428.00	6	6
6 x 9	79.00	169.60	212.00	3	3
9 x 9	106.00	234.40	293.00	4	4
12 x 9	133.00	299.20	374.00	6	6
15 x 9	160.00	364.00	455.00	6	6
18 x 9	187.00	428.80	536.00	8	8
21 x 9	214.00	493.60	617.00	8	8
6 x 12	97.00	212.80	266.00	4	4
9 x 12	133.00	299.20	374.00	6	6
12 x 12	169.00	385.60	482.00	8	8
15 x 12	205.00	472.00	590.00	8	8
18 x 12	241.00	558.40	698.00	8	8
21 x 12	277.00	644.80	806.00	10	10

- ❖ ALL TRADE SPACE BOOKED MUST TAKE INTO ACCOUNT ANY GUY ROPES, UNITS OR VEHICLES PARKED THAT WILL BE PART OF YOUR STAND.
- ❖ LARGER SIZES CAN BE QUOTED UPON APPLICATION.
- ❖ APPLICATIONS WILL NOT BE ACCEPTED UNLESS ACCOMPANIED BY THE APPROPRIATE FEES AND DOCUMENTATION (Insurance & Risk/Fire Assessments)
- ❖ A MAINS ELECTRICITY SUPPLY IS NOT AVAILABLE. THE USE OF GENERATORS IS PERMITTED, BUT THESE MUST BE SILENCED.

APPLICATION FOR TRADE SPACE

DERBYSHIRE COUNTY SHOW - SUNDAY 23rd JUNE 2019

NAME OF EXHIBITOR

ADDRESS

.....

TELEPHONE NUMBER

EMAIL ADDRESS

NATURE OF BUSINESS

STAND CLASSIFICATION *AGRICULTURAL/GENERAL** **Delete as appropriate*

The signing of this entry form indicates your consent for your details to be published in our programme and catalogues and to be kept on file.

I/We have read and agree to abide by all of the conditions of entry.

SIGNED..... PRINT NAME.....

POSITION IN COMPANY.....DATE.....

FRONTAGE REQUIRED – (MINIMUM 3 METRES).....

DEPTH REQUIRED – (MINIMUM 6 METRES).....

TRADE SPACE FEE –

(IF YOU REQUIRE A RECEIPT, PLEASE SUPPLY YOUR EMAIL ADDRESS ABOVE) £

No. Admission Tickets (Additional only) at £8.50 each £

No. Exhibitors Car Park Passes (Additional) No charge

Membership @ £28.00 (including VAT at current rate) is available to all Exhibitors and this shall allow full facilities as accorded to Members £

Advertisement in Show Catalogues and Free handout Full Page @ £105, Half page @ £70, Qtr page £50 £

Caravan Overnight Parking fee £20.00 (if not part of stand) £ _____

Please Note: No Application Form Will Be Accepted Unless Accompanied by The Correct Fee, A Completed Risk & Fire Risk Assessment Form and A Recent Photograph of The Stand.

Total £ _____

Please make cheques payable to **Derbyshire Agricultural & Horticultural Society** and be sent with this form to: **The General Secretary, 5 Willow Park Way, Aston on Trent, Derbyshire. DE72 2DF.** A charge of £10 will be made for all dishonoured cheques.

Payments via BACS to NatWest Derby, Account No. 80858708 – Sort Code 60-12-01 - Using Ref TRADE