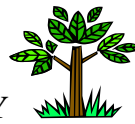




FAR FOREST SOCIETY
Charity No 205210



APPLICATION FORM - Marquee Stand Space

Far Forest Society Countryside Show 2016

Saturday 13th & Sunday 14th AUGUST 2016 – Show Open 09:30 daily

Showground, Tenbury Road (A456), Callow Hill, Rock, Nr. Kidderminster, Worcs. DY14 9DA

www.farforestcountryside.show.btck.co.uk

Trading Name			
Contact Name			
Business Address			
Street/ Area			
Town/City			
County			
Postcode			
Telephone No.		Mobile No.	
Email Address:			
Website Address:			

Description of products:	
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Home Craft & Hobbies Marquee* - Hand / Home-made only. No professional trade	
Qty. of stands required - Frontage approx. 2.5 meters	Qty @£55
Corner position Second Frontage 1.8m (NIL)	
Total number of tables required, either 0, 1, 2, or 3 (1 st free then £10 hire each)	
Electricity Connection† Qty. (£25 per connection)	Qty @£25
	Subtotal £

Food Festival Marquee (vendors of edible /consumable products must be registered with their local authority)	
Qty. of stands required - Frontage approx. 2.5 meters	Qty @£100
Total number of tables required (0, 1, 2, or 3)	
Corner position Second Frontage (doorway or centre) 1.8m (£20)	
Which local Authority is your business registered with?	
What is your current Food Standards Agency's Rating	
†Electricity Connection. (per 13A or 16A socket)	Qty @£35
Food Producers based and registered in Worcestershire, Herefordshire or Shropshire get £50 off stand fee	
	Subtotal £

*Traders must hold their own insurance.

Additional Wristbands £7 each.	
[See condition 10] (Exhibitor Wristbands are valid all weekend)	
Qty	£

Cheques Payable to:
The Far Forest Society
Call us for other ways to pay

Total £

Additional information / any requests.

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†If requesting electricity supplies please indicate what you intend to power or estimated consumption in the box above. [N.B.No Generators on site]
To book overnight camping please return a camping form with this application. See our website for forms (discount rates for traders)

Name	Signed	Date
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Access to set up stands is on Friday between 6pm & 9pm, & between 6am & 08:30am on show days.
No Vehicles are allowed on showground after 09:30am or before 5:30pm on the days of the show.



Far Forest Society Countryside Show Price List & Rates – 2016

Rates trading space over the full weekend 13th & 14th August 2016 trading from 9:30am to at least 5pm both days.

For a guide to outdoor pricing:

Standard Outdoor trade Space is priced at approx. £5.55 per m² up to 18 m², and then c£4.80 per m² Above 18 m².

Premium Outdoor trade Space is priced at approx. £8.33 per m² up to 18 m², and then c£6.90 per m² Above 18 m².

Ringside Outdoor trade Space is priced at approx. £9.44 per m² up to 18 m², and then c£8 per m² Above 18 m².

Outdoor Trade Space	(Charities may apply for a discounted rate)			Outdoor Food & Drink		Other
Standard Size [Frontage x Depth] (3 meter multiples)	3X3	6X3	9X3	6X6	9X6	Prices for other sizes or Charity contact show manager.
Ringside Trade Space (adjacent to main show arena)	£85	£170	£215	Not available		
Premium Trade Space (central Isle premium location)	£75	£150	£185	£245	£370	
Standard Trade Space	£50	£100	£130	£170	£250	
Electricity Connection. (per 13A socket Max load 10A)	£50					
Optional Corner Position with sales dual frontage	£30	£30	£30	£50	£50	
Food & Drink Trader Commission Typical charge 20% of Gross (Excluding Food Marquee Traders)						

Premium Trade Space is located along the main central aisle of the showground, & close to marquees.

Standard outdoor Trade is all other trade areas of the showgrounds

N.B. Generators cannot be used on the showground without special written permission in advance

Traders' vehicles cannot be parked adjacent to their stands. Except In some limited places special written permission in advance.

Food Festival Marquee		Craft and Hobbies Marquee (No Commercial Trade)	
Basic Frontage length approx. 2.5 meters		Basic Frontage length approx. 2.5 meters	
Price Per Stand (before discounts)	£100	Price Per Stand Standard space	£55
Corner position Second Frontage 1.8m	£20	Corner position (Second Frontage 1.8m no table)	NIL
Additional Table Hire (1 per stand included)	£10	Additional Table Hire (1 per stand included)	£10
Electricity (Per 13A connection)	£35	Electricity (Per 13A connection)	£25
No Vehicles are permitted on the showground after 09:30am or before 5:30pm on the days of the show			

Corner sites must be paid for on request, if a corner cannot be provided the fee will be refunded.

Corner spaces in marquees do not include an additional table (can hire for extra charge)

Cheques made payable to: **The Far Forest Society**

Registered Charities can apply for a discount – contact the Show Manager.

Please send your completed application, along with a risk assessment and payment to;

Outdoor Trade Applications	Food Festival Marquee	Craft & Hobbies Marquee	Show Manager
Mr Tony Bache	Mrs Muriel Bell	David Bell	Mr David Bell
Yew Tree Farm	The Woodlands	Columbine	Columbine
Church Lane	Old School Lane	Cleobury Road	Cleobury Road
Far Forest	Tenbury Wells	Far Forest	Far Forest
Worcestershire	Shropshire	Worcestershire	Worcestershire
DY14 9TP	WR15 8RA	DY14 9TE	DY14 9TE

For any other enquiry please contact us either via phone or email.

bacheforest@btinternet.com	muriel.e.bell@btinternet.com	david.bell@bt.com	david.bell@bt.com
(01299) 266 412	(01584) 811 413	(01299) 266 855	(01299) 266 855



FAR FOREST SOCIETY

Charity No 205210



Publicity Application Form

Contact name		
Business name		
Address		
		Postcode
Tel.	Mobile	
Fax	email	
Advertisement required		
Show programme		
Full page (A5)	Half page	Quarter page
£50	£25	£15
<u>Please send copy of your programme advertisement to:</u> Suzanne Whinder-Cartwright, 8 Park Avenue, Stourport-on-Severn, Worcestershire, DY13 8SH or via email to suziwc@hotmail.co.uk		
Marquee or Arena Sponsorship		
Marquee Sponsorship	Marquee A1 poster advertisement	Arena large banner advertisement
£300	£100	£200
Space will be provided as above. You will need to provide your own banners or posters.		
Total cost £	Please enclose cheque made payable to: The Far Forest Society	

Please send your completed application, along with a risk assessment and payment to;

Outdoor Trade Applications	Food Festival Marquee	Craft & Hobbies Marquee	Show Manager
Mr Tony Bache Yew Tree Farm Church Lane Far Forest Worcestershire DY14 9TP	Mrs Muriel Bell The Woodlands Old School Lane Tenbury Wells Shropshire WR15 8RA	David Bell Columbine Cleobury Road Far Forest Worcestershire DY14 9TE	Mr David Bell Columbine Cleobury Road Far Forest Worcestershire DY14 9TE

For any other enquiry please contact us either via phone or email.

bacheforest@btinternet.com (01299) 266 412	muriel.e.bell@btinternet.com (01584) 811 413	david.bell@bt.com (01299) 266 855	david.bell@bt.com (01299) 266 855
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Terms & Conditions

1. All applications for Stand space should be made No Later than **15th July 2015**.
2. **No applications will be processed without a returned booking form, payment in full and a completed risk assessment form.** (Late entries may be accepted but late applicants will not appear in the program)
3. Refunds for applications withdrawn by the applicant after booking will be made subject to a £5 charge to cover administration costs - **No refunds will be made after 15th July 2015**
4. The committee reserve the right to reject any application for space and to return the fees or otherwise deal with the application as they consider appropriate.
5. Far Forest Society accepts no responsibility for any conflict of interest between trade stands and/or the duplication of a similar type of stand but will try to position stands sympathetically and considerately.
6. No exhibitor will be permitted to arrange a stand or signs in such a manner as to obstruct or inconvenience any other exhibitor or the free running of the path/roadways. **Signs and guy ropes must not be allowed to project beyond the space allotted. Space reserved must allow for this.** Stewards have the power to remove the cause of any offence or to have a stand rearranged at the expense of the exhibitor.
7. Exhibitor's vehicles are **not** permitted to remain on the showground after 09:30am or return before 5:30pm on the days of the show unless entirely contained within the trading space and agreed with show management. Vehicles cannot be driven within the showground during the show without authority from show management.
8. No exhibitor shall sub-let the whole or any part of the space allotted to him.
9. Each exhibitor will be responsible for the removal of refuse from his site and shall completely restore the ground on removal of the stand. Exhibitors failing to do so will be held liable for expenses incurred in restoring the ground.
10. Issue of Exhibitor Admission Wristbands – Exhibitor acceptance letter will include;

Stand Area in Sq. M	Entry wristbands
9-27	2
27+	3

Wristbands must be worn when accessing the showground. Wristbands must be worn at all times whilst on the showground.

Exhibitors and Traders may purchase Additional weekend wristbands at a discounted rate. When ordered at the time of booking.

11. Exhibitors are responsible for ensuring that their personnel are issued with their wristbands before coming to the show. **All personnel arriving without wristbands on the days of the show will be charged on the gate and no refunds will be made.**
12. Ground space will be allocated and exhibits may be placed on or after Friday 12th August 2016 6pm, at the exhibitor's own risk. **On show days Exhibits must be in place by 9.30 am at the latest, and must not be removed until after 5.30 p.m.** The field should be cleared by 15:00 on Monday 15th August 2016.
13. All property, stock, machinery and implements shown, will remain whilst on the showground, entirely at the risk of their exhibitors although 24hr security will be on site from Saturday 13th Aug 2016.
14. The Society will not be responsible for any accident that may occur from implements, machinery or any other articles belonging to any exhibitor or trader and it is a condition of entry that each exhibitor shall hold the Society blameless for and indemnify it against any legal proceedings arising from any accident caused by him or his employees or exhibits.
15. All liability for Trade Stands lies with the particular exhibitor who is solely responsible for insurance arrangements, risk assessments and fire and safety provisions. **All trade exhibitors must have completed a risk assessment and retain a copy on the stand for inspection if required. No LPG allowed inside marquees.**
16. The showground will have been cut as neatly as possible prior to the event however, applicants who wish the grass to be cut to a finer finish on their allocated site may do so at their own expense, having first asked the permission of the Show Manager.
17. It is the responsibility of all exhibitors to comply with all relevant Trading Standards and Environmental Health legislation in respect of their stands, exhibits and merchandise.
18. Traders **must hold** public liability insurance cover and have proof available for inspection if requested on the days of the Show along with a completed risk assessment. Hobby/home craft and private sales must accept full liability to trade at their own risk (or with their own public liability insurance) and have a completed risk assessment for their stand / stall and or exhibit.
19. Traders of ready to eat, hot and/or cold food and drinks are required to pay a sales commission (excludes Food Marquee). The rate and terms, typically 20% of total takings before deductions [GROSS] unless special arrangements agreed with the show manager at the time of booking. Commission must be paid before leaving the showground on the each day of the show.
20. Generators cannot be used on the showground without prior written consent endorsed by both the show manager and Facilities manager. Most Trade stands can be supplied with power if required for an additional fee.