

SKELTON HORTICULTURAL & AGRICULTURAL SOCIETY

www.skeltonshow.com – apply and pay online

Please return this form to:

HENRY SCHOLEFIELD
Assistant Show Director & Trade Stand Co-ordinator
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Aikbank Farm
Calthwaite
PENRITH
Cumbria CA11 9QZ

APPLICATION FORM FOR TRADE STAND AT SKELTON SHOW ON SATURDAY 6 JULY 2024

Name of Company/Charity.....

Contact Name

Address.....

..... Post Code..... Mobile Tel No.....

E mail address..... Web site.....

Brief but clear description of goods to be exhibited.....

.....

Type of Exhibit (Tent, Caravan, Trailer, Generator etc.).....

..... Vehicle Max. Laden Weight..... tons

TOTAL SPACE REQUIRED: Please remember to include Tent Guy ropes, Caravan 'A' frames and any vehicles, generators required on your site.

FRONTAGE..... metres. Minimum 3m. Maximum 25m

DEPTH..... metres. Maximum 10m

Please note for 5m or less frontage the max. depth available is 6m

FEE PAYABLE ON FRONTAGE LENGTH:

For trade companies: £75 for the first 3m then £12.50 per m for the remainder.

For registered charities: £55 for the first 3m then £12.50 per m for the remainder.

Note number of passes issued depends upon frontage booked as detailed on attached 'Notice'

No of additional pedestrian passes required @ £12 each

Main ring banner fee £50 each No required

Advert in show catalogue at £75 full page /£50 half page (B&W)

Total Amount Enclosed: £ Cheque No.

Cheques should be made payable to 'Skelton Show' or BACS HSBC 40-36-10 a/c 40739995

On receipt of this form and remittance, receipt, passes and Show descriptions will be issued.

THIS FORM SHOULD BE RETURNED NOT LATER THAN FRIDAY 14 JUNE 2024

PLEASE NOTE: ATTENDANCE AT THE SHOW IS SUBJECT TO THE ATTACHED CONDITIONS. PLEASE ENSURE THAT YOU UNDERSTAND OUR REQUIREMENTS AND COMPLETE THE FOLLOWING:

I confirm that I will comply with the Safety and Other Requirements of the Skelton Show Society as laid out in 'Notice to Trade Stand Exhibitors' dated January 2023.

Signed..... Date.....

SKELTON HORTICULTURAL AND AGRICULTURAL SOCIETY

Notice to Trade Stand Exhibitors (January 2023)

The Society intends to provide a safe and healthy environment for all people attending or working at the Show. In order to achieve this it requires all exhibitors to be responsible for their own fire, safety and environmental health precautions. **A generic risk assessment is attached which you must comply with. Please also bring to the show duly completed the specific risk assessment form on which you must identify and explain how you will manage any specific risks applicable to your exhibit. Please also provide details of your public liability insurance policy. Both may be inspected. Please pay particular attention to any Covid Restrictions in place at the time of the show.**

So that visitors to the show can enjoy maximum benefit from all the day has to offer:

DUTCH AUCTIONS OR LOUD HAILERS WILL **NOT** BE ALLOWED.

ALL STANDS MUST BE OPERATIONAL **BY 9.30am** & REMAIN OPEN **UNTIL 4.30pm**.

MAXIMUM USE MUST BE MADE OF THE HARD-CORE ROADS WHICH ARE PROVIDED TO MINIMISE DAMAGE TO THE SHOW FIELD. IN THE EVENT OF POOR CONDITIONS THE COMMITTEE RESERVE THE RIGHT TO REFUSE ADMISSION TO HEAVY VEHICLES.

EXHIBITORS ARE RESPONSIBLE FOR INSURANCE AND MUST PROVIDE SUFFICIENT PUBLIC LIABILITY COVER FOR ANY EVENTUALITY (MIN £1M)

Compliance with the Rules of the Society, all H.S.E Guidelines, Codes of Practice and Guidance Notes is essential. In addition the Society require that:

- EXHIBITORS COMPLY WITH THE CDM CONSTRUCTION PHASE PLAN AND SITE RULES CONTAINED IN THE HEALTH AND SAFETY SECTION OF OUR WEBSITE www.skeltonshow.com
- ADEQUATE FIRE EXTINGUISHING APPLIANCES SUITABLE FOR THE STAND MUST BE PROVIDED BY THE EXHIBITOR.
- EXHIBITORS MUST COMPLY WITH HSE GUIDANCE NOTE CS4 AND CoP 7 RELATING TO LPG CYLINDERS. ONLY SUFFICIENT GAS FOR SHOW DAY USE SHOULD BE PROVIDED.
- ALL ELECTRICAL CONNECTIONS SHOULD BE MADE TO IEE WIRING REGS
- ALL PORTABLE GENERATORS, POWER EQUIPMENT AND CABLES MUST BE PROTECTED BY EITHER COPPER EARTHING ROD OR RESIDUAL CURRENT DEVICES SET AT NOT MORE THAN 30MA SENSITIVITY OR A SELF EARTHING DEVICE. TRAILING CABLES SHOULD BE PROTECTED BY BURYING OR PLACING IN 'CABLE PROTECTORS' AND CONNECTIONS COMPLY WITH 'IEE' WIRING REGULATIONS
- ALL CABLES AND SOCKETS MUST BE ADEQUATELY GLANDED FOR USE.
- THE USE OF POWER WASHERS MUST BE IN COMPLIANCE WITH HSE GUIDANCE NOTE PM 29.
- ALL OPERATING MACHINERY MUST BE PROPERLY GUARDED AND EXHIBITED IN ACCORDANCE WITH HSE SIM 1/2001/04.
- CHEMICALS AND SUBSTANCES WHICH MAY BE HAZARDOUS MUST BE DISPLAYED ONLY BY MEANS OF EMPTY AND CLEAN CONTAINERS.
- THE USE OF ATV OR TWO WHEEL MOTORCYCLES IS NOT PERMITTED WITHOUT THE SOCIETIES AUTHORISATION.
- ALL INFLATABLE STRUCTURES MUST BE THOROUGHLY SECURED -See HSE Information Sheet 7
- ALL WORK MUST BE CARRIED OUT IN ACCORDANCE WITH THE LIFTING OPERATIONS AND LIFTING EQUIPMENT REGULATIONS 1998.
- MACHINERY OR EQUIPMENT USED PRIOR TO, DURING AND AFTER THE SHOW MUST ONLY BE OPERATED BY EXPERIENCED PEOPLE OVER THE AGE OF 16 AND WEARING THE CORRECT PROTECTIVE EQUIPMENT.
- PITCHES CAN BE MOWN BUT EXHIBITORS MUST RAKE UP AND **REMOVE GRASS CLIPPINGS**

The following showday passes will be issued – note that a vehicle pass covers all people in that vehicle - Additional pedestrian passes for access from public car parks may be purchased at £12 each

FRONTAGE (m)	<5m	5m-9m	10m-14m	15m-20m	>20m
No. of vehicle passes – Main gate	1	2	2	3	4
No. of Pedestrian wristbands - Car park	0	1	2	3	4

The Society reserves the right to inspect exhibitor's stands, machinery and displays to ensure compliance with the above requirements.

Sponsorship

Sponsorship would be much appreciated at any amount over £30. For those wishing to sponsor individual classes the rates range from £35 to £250. For further details call the Sponsorship Secretary.

Thank you in anticipation of your continued support.