



Mid-Somerset Show

Sunday 16th August 2026

CATERING

CATERING CONCESSION APPLICATION

CONTACT DETAILS

PLEASE COMPLETE IN **BLOCK CAPITALS**

TRADING NAME	CONTACT NAME
INVOICE ADDRESS	MOBILE NUMBER
	EMAIL
	WHICH LOCAL AUTHORITY ARE YOU REGISTERED WITH?
PUBLIC LIABILITY INSURANCER PROVIDER	INSURANCE RENEWAL DATE

SHOW DAY CONTACT DETAILS

NAME OF PERSON ON SITE	CONTACT NUMBER
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Please tick which day you would like to come on site and set up.

- ☐ FRIDAY (9AM-5PM)
- ☐ SATURDAY (9AM-6PM)
- ☐ SUNDAY (6AM-8.30AM)

If you have any other queries about set up days and times, please contact the office.

STAND DETAILS

PLEASE GIVE US A DESCRIPTION OF YOUR FOOD TO GO IN THE CATALOGUE. **MAXIMUM 25 WORDS PER PITCH**
MAXIMUM OF 2 PITCHES PER COMPANY/INDIVIDUAL

PITCH 1:
PITCH 2



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PRICING

PLEASE LABEL EACH PITCH CLEARLY (E.G., *PITCH 1: FISH & CHIPS; PITCH 2: COFFEE*). PITCHES ARE SOLD BY TENDER; SUBMIT A BID YOU CONSIDER SUITABLE FOR YOUR PRODUCTS, BASED ON AN ANTICIPATED FOOTFALL OF 18,000.

PITCH 1:	£
PITCH 2:	£
I HEREBY TENDER A TOTAL OF	£

PITCH SIZE

PLEASE TELL US THE TOTAL METERAGE REQUIRED FOR YOUR PITCH, INCLUDING ANY VEHICLES THAT WILL BE PARKED ON THE PITCH, AS WELL AS ANY LORRY TAIL LIFTS, DRAWBARS, OR SIMILAR EQUIPMENT.

PITCH (please specify which pitch is which)	FRONTAGE (M)	DEPTH (M)	SEATING AREA DIMENSIONS (if required)
PITCH 1:			
PITCH 2:			

EXTRAS

ITEM	PRICE (£)	QUANTITY	TOTAL (£)
TABLE HIRE	£15		
CHAIR HIRE	£10		
GRASS CUTTING (UNDER 8M DEPTH)	£25		
GRASS CUTTING (8M & OVER DEPTH)	£35		
CIDER CHARGE (BARS ONLY)	£90		
EXTRA CAR PASSES	£10		
DO YOU REQUIRE ELECTRIC CONNECTION			YES / NO
IF YOU ANSWERED YES TO THE ABOVE, YOU WILL BE SENT A LINK TO BOOK YOUR ELECTRIC DIRECTLY WITH OUR SUPPLIER GSL EVENTS LTD.			

APPLICATIONS CLOSE ON 1ST MARCH.

**AFTER THIS DATE, YOU WILL BE INFORMED
WHETHER YOU WERE SUCCESSFUL.**

**SUCCESSFUL APPLICANTS WILL RECEIVE AN
INVOICE- PLEASE DO NOT MAKE ANY PAYMENT
UNTIL YOUR ACCEPTANCE IS CONFIRMED. ALL
SUCCESSFUL CATERING APPLICANTS MUST PAY
50% OF THEIR TOTAL AMOUNT UPON
ACCEPTANCE, WITH THE FINAL BALANCE DUE
BY 30TH JUNE. FAILURE TO MEET PAYMENT
DEADLINES WILL RESULT IN YOUR SPACE BEING
RE-SOLD.**

TOTAL PITCH FEES DUE	
TOTAL EXTRAS DUE	
GRAND TOTAL	



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RISK ASSESSMENT

Please use the template below to complete a risk assessment for your stand. All stands must complete a risk assessment even if the risks are very low or seem trivial. If you have a pre-made risk assessment document that you would prefer to use, please send us a copy of it.

HAZARD	PERSONS AT RISK	LEVEL OF RISK (LOW-MEDIUM-HIGH)	CONTROL MEASURES

I/WE HAVE LIQUIFIED PETROMLEUM GAS ON OUR STAND DETAILS (QTY & SIZE):	YES / NO
I/WE WILL BE USING A GENERATOR (DIESEL ONLY)	YES / NO
I/WE WILL HAVE MECHANICAL LIFTING EQUIPMENT ON SITE DETAILS:	YES / NO
I/WE HAVE ATTACHED A COPY OF OUR FOOD HYGIENE CERTIFICATE	YES / NO

SIGNATURE OF PERSON COMPLETING RISK ASSESSMENT	DATE
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Food Hygiene & Safety- Food and Beverage Traders only

Have you an up to date Food Safety Management Policy (SFBB or Similar) in place for inspection?	
Do you have enough refrigeration/freezers and do they work properly?	
Do you record Temperature Checks and are your records available for inspection	
Do you have your own water connection? If no please use the comments box to provide information on what you do for water.	
<i>Comments:</i>	
Have you got adequate sinks & basins?	
Are your sinks & basins large enough to wash food and equipment thoroughly in?	
Are your sinks & basins supplied with hot & cold water?	
Is there sufficient detergent and cloths for cleaning & drying available at your sinks/basins?	
Do you have separate sinks/basins designated for hand washing (preferably plumbed) supplied with soap, nailbrush & drying facilities?	
Do you have adequate supplies of disinfectants for cleaning food contact surfaces and equipment & hand sanitiser available? (BSEN 1276, BSEN 13697)	
Have you got non-slip washable floor coverings for all the stall and food preparation areas?	
Is your stall/vehicle clean? Are all of you work surfaces capable of being easily cleaned?	
Do you store your goods off the ground and can food be protected from contamination at all times?	
Do you have enough bins for temporarily storing waste and recyclables? Are they clean and do they have lids (this is a contingency arrangement)?	
Is all raw and cooked food stored separately?	
Have you a good supply of clean aprons and overalls?	
<i>Comments:</i>	
<i>Other Requirements?</i>	
Have you got copies of your public and employers liability insurance on display?	
Have you undertaken the necessary risk assessments and trained your staff and contractors on legislative requirements including but not exclusively, Working at Heights and general Health & Safety and Food Safety Legislation?	
<i>Comments:</i>	



Sunday 16th August 2026

TERMS & CONDITIONS

PLEASE ENSURE YOU READ THE TERMS & CONDITIONS OF TRADE STAND BOOKING CAREFULLY AND THEN SIGN THE DECLARATION AT THE END.

- 1. Access to Show Site.** There will be absolutely no access to the show site for trade exhibitors and/or their vehicles without the correct passes, and papers confirming their application has been accepted and full payment has been received.
- 2. Insurance.** Trade exhibitors must supply, prior to the event, a copy of suitable third-party insurance details that covers the period of the Show. The cover should have a limit of no less than £5,000,000 in respect of one occurrence. All ride attractions should have a limit of no less than £10,000,000 in respect of one occurrence. It should include Product Liability Cover (minimum £5,000,000 per annum and £10,000,00 per annum for ride attractions.) and include an Indemnity to Principal clause. The maximum excess should be £1000 under any section.
- 3. Risk Assessment.** All trade exhibitors must carry out and provide a Risk Assessment for their activities at the Show. It must include set up, operation and breakdown on their site. Blank forms can be downloaded from the Show website.
- 4. Generators.** Diesel generators must be of the silent type and are not allowed inside the marquees. Petrol generators are not permitted on the show site.
- 5. Electricity.** All electricity connections must be pre-booked and paid for with GSL Events Ltd. No electricity connections can be purchased on show weekend.
- 6. Pitch.** It is the responsibility of the person booking the space to ensure the stand is of a sufficient size for the exhibit including guy ropes, trailer drawer bar, canopies, awning and racks of stock. Traders who need to draw stock from vehicles must ensure it is parked within the booked space.
Encroachment on to adjoining sites and public areas is not permitted and will be charged at an extra £100 per sqm used.
- 7. Stand allocation and position.** The Show reserves the right to move any stand if the layout of the Show changes due to restrictions and Government guidelines.
- 8. Business.** No one is permitted to conduct any business on the showground unless they are a confirmed exhibitor. Business, including leaflet distribution, is prohibited in the car parks. All persons entering the showground or car parks are subject to the rules and regulations of the Society and the Show. Any officer appointed by the Society has the power to eject any person infringing a regulation. Any articles associated with an infringement may be removed, confiscated, or impounded at the discretion of the Society or its officers. Stands may be closed down if an exhibitor does not conform to the Society's regulations or the directions of the Stewards.
- 9. Food & Catering.** The sale of food and drink that may compete against the franchised food and drink outlets are not permitted in the Food Hall. The sale of hot food is not permitted in the Food Hall. Tasting of samples is allowed for food items that are sold for consumption off site. Sole rights have been sold for licensed, general food and drink, catering and ice cream.
- 10. Tents & Gazebos** are not permitted in the Food hall. The show reserves the right to remove any tent or gazebo they consider unsafe.
- 11. Exclusivity.** The Society will not grant exclusivity to any company to market or sell goods at the Show. The Society does reserve the right to limit the number of similar stands to ensure variety for the visitors.
- 12. Displays.** Stallholders may display their wares for sale. The sale of goods may only take place from the designated stand area. The sale of second-hand goods is not permitted. Details of exhibitor name and contact details must be clearly displayed.



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13. Auctions, Raffles, etc. No Auctions or gambling are permitted without written permission from the Show Secretary.

14. Dangerous weapons. The sale or display of knives and all guns whether real, imitation or toys is strictly prohibited. This also includes, but is not restricted to, bb guns, water pistols, catapults, bows & arrows etc. Knives being sold for kitchen or utility use must be in a suitable container. It is the exhibitors responsibility to ensure they do not sell to young persons under the age of 18.

15. Balloons. Due to the number of livestock/horses on site, exhibitors are not allowed to sell or give away balloons. Balloons forming part of the display must be firmly secured to avoid accidental release.

16. Animals & Livestock. The Society must be notified if you are having livestock of any kind on your stand. All livestock subject to movement control or disease-free certification must be accompanied by the appropriate documentation. Bio-security forms will be forwarded for completion and return to the Secretary prior to the Show.

17. Alcohol. Permission must be obtained from the Show Secretary to sell alcohol. If agreed, it is the stallholder's responsibility to obtain a Temporary Events Notice licence from Somerset County Council (Mendip) and to have a copy on site during the Show. The Society does not hold a premises licence. A Challenge 25 policy is in place across the show site to prevent sale to underage customers, and all traders selling alcohol must abide by this.

18. Entertainment. All children's attractions & fairground rides must comply with HSG 175 Fairground and Amusement Parks. They must be operated by qualified adults and supervised at all times. All operations must take place within the designated area. In date ADIPS/PIPA inspections sheets and evidence of insurance will be required. All documents including risk assessments must be available on site.

19. Sound Equipment. The volume of any audio equipment or music that you use must be kept at a controlled level. Care should be taken that any active demonstration does not cause annoyance to other exhibitors or the public. The use of microphones is not permitted. The Trade Stands Officer's decision is final, and he has the right to ban the use of equipment or stop any activity for the duration of the Show.

20. Vehicle access to the showground will be closed at 9:00 pm on all days before and after the Show. Access will be available from 6:00 am on the day of the Show. All vehicles should be driven by a fully licensed and insured driver. A maximum speed limit of 5 mph should be adhered to all times across the show site.

21. Setting up. We encourage all traders to set up the day before the show to avoid congestion. Vehicles may unload on the day, but must clear the ground by 8.30 am, and be parked either in the Public Car Park or the designated Traders Car Park.

22. Vehicle movement. There will be NO movement of traders' vehicles until after the show closes at 18:00 hrs without the express permission of the Show Secretary or an officer of the Show. No vehicle will be allowed onsite to dismantle until 18.00.

23. Liability. The Society will not be held responsible for theft or damage etc. to stands, and/or their contents or vehicles.

24. Right to close. The Show Committee reserves the right to close the stand, without compensation, of any person who infringes these conditions or who creates a nuisance for other traders.

25. Cancellations for catering concessions cannot be accepted after 1st June 2026.



ADDITIONAL CATERING TERMS & CONDITIONS

1. All Food traders are required to carry £5m cover for Public Liability, Employers Liability & Employees Liability. Proof of the cover must be sent into the office along with this application.
2. All Food traders must provide a copy of the following:
 - Food Safety Management System (SFBB, NCASS, COOKSAFE or Similar).
 - Written scheme of examination for all pressurized systems (including coffee machines)
 - PAT Test certificate
3. In addition to the requirements specified in the Catering Terms & Conditions rule 2, whilst on site all Food Traders must:
 - Be able to demonstrate good temperature control
 - Have adequate sinks & basins (Large enough to wash food & equipment thoroughly, with enough detergent, cleaning cloths and drying cloths)
 - Have a separate basin designated for hand washing (preferably plumbed) and supplied with soap, nailbrush and hand drying facilities.
 - Have a good flooring in any prep/washing areas.
 - Display 'No Smoking' signs.
4. Written allergen information on all unpackaged food sold must be available, as required by law. You may display a sign advising consumers that further information is available on request.
5. Any pre-packed food must be labelled adhering to the latest legislations.
6. In an effort to reduce the amount of single use plastic on site, we request that you do not use any of the following:
 - Polystyrene cups and food containers
 - Plastic straws
 - Plastic cutlery
 - Plastic cup lids
 - Plastic bags
7. Pitches cannot be sub-let without prior discussion with the Show Secretary. If a caterer sets up on site that the show is unaware of, they will be asked to leave the site and all monies will be forfeited. If you are unsure about any of the above conditions, please contact the office.

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Please sign to confirm that you have read & accept ALL Terms & Conditions:

SIGNED	PRINT NAME	DATE



CATERING CONCESSION DECLARATION

APPLICATION CHECKLIST: Please ensure you have completed all the item on the application checklist otherwise your application may be refused.

- ☐ Contact Details.
- ☐ Stand Details.
- ☐ Details of extras wanted.
- ☐ PAT Test Certificate
- ☐ Food Hygiene & Safety check
- ☐ Risk Assessment.
- ☐ Public liability insurance.
- ☐ Payment

Please ensure we have a copy of your public liability insurance that is valid for show day.

I/WE AGREE TO SORT MY OWN TENS LICENCE (ALCOHOL STANDS ONLY)	YES / NO / NOT APPLICABLE
I/WE AGREE TO PAY FOR OUR PITCH(ES) IN FULL BY THE PAYMENT DEADLINE	YES / NO
I/WE HAVE READ AND AGREE TO ABIDE BY THE MID- SOMERSET AGRICULTURAL SOCIETY TERMS & CONDITIONS FOR TRADE EXHIBITORS. I/WE HAVE ACCURATELY COMPLETED ALL OF THE RELEVANT PAPERWORK FOR MY TRADE STAND APPLICATION.	SIGNED
	PRINT NAME
	DATE

Payments can be made by any of the following methods:

PLEASE DO NOT MAKE ANY PAYMENTS UNTIL YOU KNOW WHETHER YOU HAVE BEEN ACCEPTED

- BACS to Mid Somerset Agricultural Society, A/C No: 35732460, Sort: 30-99-29
- Cheque payable to: MidSomerset Show
- Pay over the phone by calling: 01749 938044

PLEASE ENSURE YOU HAVE READ THROUGH & COMPLETED THE CATERING CONCESSION APPLICATION INCLUDING SIGNING THE DECLARATION

ALL PAPER APPLICATIONS SHOULD BE SENT TO: *TRADE STANDS, MID-SOMERSET AGRICULTURAL SOCIETY, THE MID-SOMERSET SHOWGROUND, CANNARD'S GRAVE RD, SHEPTON MALLET, SOMERSET, BA4 4GF*

-OR-

EMAILED TO: admin@midsomersetshow.org.uk