



Mid Somerset Show

Sunday 15th August 2021

Trade Information Pack

Includes:

Application Forms

Show site layouts

Trade Stand Prices

Grass Cutting Request Form

Terms & Conditions

Please return completed form to:

Show Secretary: Christine Barham
E-mail secretary@midsomersetshow.org.uk

Tel: 01749 938044
Mobile: 07980 284057

Mid-Somerset Agricultural Society
PO Box 5435, Shepton Mallet, Somerset BA4 9DX



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Trade Stand Application Form

Trading Name	Telephone No
Address	Name of contact
	Mobile Telephone
	E-Mail
	website
Post Code	Name of person on site

Please indicate your preferred zone as well as your 2nd choice.

		1st choice	2nd choice	Stand Size	Cost	
					£	
ZONE A				X		
ZONE B				X		
ZONE C				X		
ZONE D				X		
ZONE E				X		
Shopping & Craft Marquee	£105			X		
Food Hall	£105			X		

		Qty	
Electricity	16 amp	£85	
	32 amp	£100	
Table		£10 each	
Chair		£5 each	
Grass Cutting			
Cider Charge (for bars only)		£75	
No of car passes req'd			
TOTAL £			

All electrical items used on your stand must be listed below.

All stands will be inspected and the use of any unlisted item will result in the power being disconnected.

ITEMS	Wattage

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Trade Stand Risk Assessment

Trader Name _____

Location _____

Stand No _____

Please complete using BLOCK CAPITALS and return with your application

Company Name _____

Responsible Person	Telephone No	Date
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Please identify hazards associated with setting up your stand and presence at the Show. You must include COVID-19 and social distancing. If in your opinion there is no risk, please print "No Risk" and complete the remainder of the form. We are happy to accept your existing Health and Safety arrangements relevant to Shows.

Significant Hazards	Persons at risk	Level of risk	Controls to minimise risk
		High-Medium-Low	
COVID 19			

I/We have Liquified Petroleum Gas on our stand Details:	Qty	Size
I/We will be using a generator:	Yes / No	
I/We will have mechanical lifting equipment on site Details		

It is a condition of attendance that all Traders have appropriate liability insurance cover, a copy of which must accompany the application.

Signature of person completing this Risk Assessment	Date
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Trade Stand Catalogue Entry

Trader Name _____

Location _____

Stand No _____

Please complete using **BLOCK CAPITALS** and return with your application
Catalogue Entry Max 25 words

Description and size of Exhibit e.g. Trailer/Marquee/Gazebo

Application Check List	Payment	<input type="checkbox"/>	BACS
	Stand Application	<input type="checkbox"/>	Lloyds Bank
	Risk Assessment	<input type="checkbox"/>	A/C No 35732460
	Catalogue Entry	<input type="checkbox"/>	Sortcode 30-99-29
	Copy of Insurance Verification	<input type="checkbox"/>	Please reference your stand name
Confirmation of stand size required	<input type="checkbox"/>	Cheques payable to: MidSomerset Show	
Please ensure that the insurance is valid for the period of the show			

Declaration	I/We have read and agree to abide by the Mid-Somerset Agricultural Society's Terms & Conditions for Trade Exhibitors.
Signed _____	Date _____
Print Name _____	

Please return your completed form to:
 Mrs Christine Barham
 Show Secretary
Mid-Somerset Agricultural Society
 PO Box 5435, Shepton Mallet, Somerset BA4 9DX

Email: secretary@midsomersetshow.org.uk

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PRICE LIST

Outdoor Spaces

Sizes are shown frontage x depth in metres

		<u>Frontage</u>	<u>Depth</u>	
Standard	4 x 4	4	4	£ 100.00
	4 x 6	4	6	£ 125.00
	4 x 8	4	8	£ 145.00
	6 x 6	6	6	£ 165.00
	6 x 8	6	8	£ 195.00
	8 x 8	8	8	£ 235.00
	10 x 8	10	8	£ 270.00
	12 x 8	12	6	£ 305.00
Agricultural	10 x 8	10	8	£ 180.00
	12 x 8	12	8	£ 215.00
Corner	4 x 4	4	4	£ 115.00
	4 x 6	4	6	£ 140.00
	6 x 8	6	8	£ 220.00
	8 x 8	8	8	£ 265.00
	10 x 8	10	8	£ 305.00
	12 x 8	12	8	£ 325.00
Ringside Premium Stands				POA

Indoor Spaces

3 x 2

Food Hall		£ 105.00
Shopping/Craft		£ 105.00

Ancillaries

Electricity connection per 32 amp outlet		£ 100.00
Electricity connection per 16 amp outlet		£ 80.00
Table		£ 10.00
Chair		£ 5.00
Cider Charge		£ 75.00

Vehicle Passes: 1 pass is sent out per application form.
Please advise any extras required.

Please note vehicle passes are not required for access to the site prior to show day.

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GRASS CUTTING REQUEST FORM

If you require your plot/s to be mown please complete and return this form together with the appropriate remittance.

Cost: Up to 9m **£ 10.00**
 9m to 15m **£ 15.00**
 15m & over **£ 20.00**

Please mow my trade stand plot/s:

Trading Name: _____

Address: _____

Postcode: _____ Tel: _____

Contact Name: _____

Grass Cutting Costs	£
Total to be transferred to booking summary on the Trade Stand Application form	



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TERMS AND CONDITIONS

- 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 and COVID-19 control measures that will be implemented throughout. 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. 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. Please note that if Social Distancing has to be considered at the show there maybe space between stands. This area must be kept clear at all times and must not be used for storage or trading.
- 6. 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.
- 7. 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.
- 8. 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.
- 9. Tents & Gazebos** are not permitted in the Food hall.
The show reserves the right to remove any tent or gazebo they consider unsafe.
- 10. 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.
- 11. 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.
- 12. Auctions, Raffles, etc.** No Auctions or gambling are permitted without written permission from the Show Secretary.



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- 13. 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.
- 14. Balloons.** Due to the number of livestock/horses on site, exhibitors are not allowed to sell to give away balloons. Balloons forming part of the display must be firmly secured to avoid accidental release.
- 15. 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.
- 16. 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 Mendip District Council 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.
- 17. Entertainment.** All children's attractions and 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 dates ADIPS/PIPA inspections sheets and evidence of insurance will be required. All documents including risk assessments must be available on site.
- 18. 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.
- 19. 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.
- 20. 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 9:00 am, and be parked either in the Public Car Park or the designated Traders Car Park.
- 21. Vehicle movement.** There will 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.
- 22. Liability.** The Society will not be held responsible for theft or damage etc. to stands, and/or their contents or vehicles.
- 23. 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.
- 24. Cancellations** cannot be accepted after 1st July 2021.
- 25. Covid Cancellations.** If the Show is cancelled due to the Government restrictions during the pandemic a refund will be offered or the opportunity to roll the booking over to 2022. However, no refund will be given if a Trade Stand decides to pull out because they did not adequately plan for their Trade Stand to be able to run during the pandemic and potential social distancing or if they are closed during the Show by Enforcement Officers for failing to provide adequate control measures.