



TRADE STAND APPLICATION FORM

Application Form Closing Date: 1st April 2022

Positions are limited – the first round of allocations will happen in January 2022.

Please read our Terms and Conditions prior to completing this form.

CONTACT DETAILS (please print in block capitals)	
Name of company or individual:	
Contact name:	
Address:	
Post Code:	
Telephone:	Mobile phone:
Email:	

Type of stand	Stand Options	Size of stand	Total cost
Crafts Outside Spaces	3m x 3m - £35.00 6m x 3m - £55.00 9m x 3m - £75.00 Action Craft Demonstrator: £15.00	____m frontage X 3m depth	
Food & Drink Pavilion Inside Spaces, <i>no shell scheme</i>	3m x 3m - £95.00 6m x 3m - £180.00 Inside Hot Food Surcharge - £15.00	____m frontage X 3m depth	
Food & Drink Area Outside Spaces	3m x 3m - £55.00 6m x 3m - £85.00 9m x 3m - £110.00 6m x 6m - £100.00 Outside Hot Food Surcharge - £35.00 Outside Drinks Surcharge - £12.00 (larger sizes available)	____m frontage X ____m depth	
General Trade Shopping Pavilion Inside Spaces, <i>no shell scheme</i>	3m x 3m - £95.00 6m x 3m - £180.00	____m frontage X 3m depth	
General Trade Outside Shopping	3m x 3m - £55.00 6m x 3m - £85.00 9m x 3m - £110.00 12m x 3m - £140.00 6m x 6m - £100.00 9m x 6m - £150.00 12m x 6m - £190.00 12m x 12m - £260.00 (larger sizes available)	____m frontage X ____m depth	
Garden & Grow Your Own <i>Contact the Office to enter the Show Gardens Competitions.</i>	3m x 3m - £30.00 6m x 6m - £50.00 9m x 6m - £70.00 (larger sizes available)	____m frontage X ____m depth	
Extra Tickets @ £4.00 each 2 tickets per day included with the first 3m frontage booked, 1 extra ticket per day for each subsequent 3m frontage booked.			

The Show will provide 1 vehicle car pass to access the Trade Stand Car Park & a second after 9m frontage booked.		
Campsite @ £3 per night		
Payment – An invoice will be sent upon acceptance into the Show BACS – G & S Show Sort code 30-93-45 A/c No 02337135. <i>Please reference your stand name AND 'SCS'.</i> Pay over the phone via 01747 823955	Total Cost	
	VAT @ 20%	
	Total payable	
Show Sponsorship		

Will you require electricity? YES / NO (Once we know demand we will make contact with prices)

GDPR - DATA PROTECTION - CATALOGUE DETAILS <i>(the details shown below will be published in the Show Guide & displayed on the Show Website. By completing this section you agree to the publication. IF you DO NOT want your details published please cross through the box below)</i>
Company name
Website
Description of goods or services (max 10 words)

COMPULSORY RISK ASSESSMENT FORM

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR APPLICATION Please consider what risks there are to those building the stand and to your staff and members of the public on Show days. Outline the steps that you propose to take to minimise these risks. Copy this page if more space is required. Alternatively you can send details of your existing Health & Safety arrangements relevant to exhibiting at Shows

Hazard	Persons at Risk	Controls to minimise risk
COVID-19		
FIRE ASSESSMENT		
A FIRE EXTINGUISHER MUST BE PROVIDED AND A FIRE ASSESSMENT UNDERTAKEN BY ALL EXHIBITORS		
Liquefied Petroleum Gas (LPG) on site YES/NO		
Will you be using a generator YES/NO		

CONTACT DETAILS of person completing this assessment	
Name of Company or responsible individual	
Address	
Signed	Print name
Date	
PUBLIC LIABILITY INSURANCE all exhibitors must provide a copy of their certificate with this application, If the policy is due for renewal before the Show Day, please also forward copy of new document as soon as available	
Insurer	Expiry date
Policy No:	Show Office use - Copy received
Other Information	
There will be ____ persons on site staying on the stand/in the camping area on Thurs / Fri / Sat / Sun	
Requests/requirements	

Food & Drink:

<p>Product Description – You may only trade with the products described in this section. Please complete your Food Hygiene Rating and send evidence of this with your application.</p> <p>You must ensure that you comply with all Food Safety Regulations and have a suitable Food Safety Management System in place – Environmental Health Officers carry out regular inspections at our event.</p> <p>For sales of alcohol a Temporary Event Notice (TENS) must be on display/available for inspection. It is your responsibility to obtain your TENS</p> <p>Failure to complete this section will automatically result in rejection of your application</p>				
Food Hygiene Rating (please circle)	Awaiting Rating at Show	3	4	5
Issuing Council				

I have read and understood the terms & conditions and hereby undertake on behalf of myself/ourselves and on behalf of all persons in my/our employ to abide by the terms and conditions.

I confirm that I/we require an outside/inside stand ____ metres frontage x ____ metres depth

Signed _____ Print name _____ Date ____/____/____

Gillingham & Shaftesbury Agricultural Society: Show Office, Turnpike Showground, Motcombe, Shaftesbury, Dorset, SP7 9PL
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