



STANHOPE AGRICULTURAL SOCIETY

TRADE STAND REGULATIONS

1. The Committee reserve the right to refuse or place limitations upon any application for space and to return fees, in whole or in part, or otherwise deal with the application, as they may consider advisable.
2. Trading from Stands must be restricted to that designated in the application form and no exhibitor shall sub-let the whole or any part of the space allotted.
3. All liability on Trade Stands lies with the particular exhibitor who is solely responsible for insurance arrangements, risk assessments, Public Liability Insurance and fire and safety provisions.
4. **EVERY TRADE STAND MUST DISPLAY THEIR PUBLIC LIABILITY INSURANCE WHEN ASKED TO DO SO BY THE GENERAL SECRETARY OR COMMITTEE MEMBER this must** cover the period of the show.
5. The Society will not be responsible for any accident which may occur from implements, machines or other articles belonging to any Exhibitor 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 exhibitors or their employees or exhibits.
6. No exhibitor will be permitted to arrange a stand or place signs in such a manner as to obstruct or inconveniently affect the display of any other Exhibitor. **Signs and guy ropes must not be allowed to project beyond the space allotted. Space reserved must allow for this.** Infringements of this regulation will be dealt with by the Stewards, who are empowered to remove the cause of the offence or to have the stand rearranged at the expense of the Exhibitor.
7. Where the **ground requires to be broken** to suit the requirements of the exhibitor, permission must be sought from the Trade Stand Secretary. The ground must then be restored to the satisfaction of the Society and at the expense of the exhibitor, within seven days of the close of the Show. If this is not done the Society will restore the ground and charge the cost to the exhibitor. If exhibitors wish to lay chips or gravel on any part of the site, this should be done on a base material to allow the removal of the chips.
8. Exhibitors are responsible for the removal of refuse from their site.
9. When dealing with contractors, please provide them with all the information that they require to enable them to do their job. They are contracted by you the exhibitor and not the Stanhope Agricultural Society.
10. Exhibitors must notify the Trade Stand Secretary before the Show if they wish to demonstrate and/or operate machinery. They must also supply **a written risk assessment**.
11. Demonstrations and promotional events within stands will be permitted only with the specific approval in writing of the Trade Stand Secretary. Full details of such events must be provided with the application for stand space. Space for members of the public to observe such events must be provided within the stand boundaries.
12. **All LPG cylinders** should be located in open air, away from entrances, emergency exits, circulation areas and sources of ignition. The cylinders must incorporate pressure relief valves and be secured in an upright position. Appropriate fire fighting equipment must be available and combustible materials should be kept away from cylinders and appliances.
13. **Food stuffs or drinks can only be provided within stands for hospitality purposes.** No food or drink can be sold or given away to the general public.
14. It is the serious responsibility of all exhibitors to comply with all relevant **Trading Standards and Environmental Health legislation** in respect to their stands, exhibits and merchandise. Trading Standards Officers may visit you during the Show.
15. **Access to the Showground during the Show**

- i. On both Show Days access to the Showground will be **restricted to vehicles displaying valid windscreen labels**. All other vehicles will be directed to Public Car Parks.
 - ii. Exhibitors will be issued with wristbands and windscreen labels for their personnel and essential vehicles. Additional passes may be purchased from The Trade Stand Secretary and **Exhibitors must ensure that provision is made for all contractors, suppliers and their staff who may be required to attend on Show Days. The Stanhope Agricultural Society regrets that extra passes for the above mentioned MUST BE PURCHASED.**
 - iii. While in the Showground, all exhibitors' vehicles must be parked in the Trade Exhibitors Car Park or within the boundaries of their stand. **Windscreen labels do not entitle vehicles to unrestricted movement** within or beyond the Showground while the Show is open to the public.
 - iv. No facilities are available within the Showground for caravans, tents or other temporary living quarters unless contained entirely within stance boundaries.
 - v. Stewards within the Showground are empowered to authorize the removal of indiscriminately parked vehicles where their presence is likely to hinder the free movement of Priority and Emergency Services or otherwise cause public nuisance.
 - vi. All occupants of Standholders' vehicles must be in possession of valid passes (wristbands) or they will be required to pay the full admission charge. No refunds will be made to personnel arriving without passes.
16. Address of the showground is Unthank Park, Stanhope, DL13 2PQ grid Reference NY 993 390
17. Trade stands can be set up from Wednesday before the show and must be taken down, with all goods and rubbish removed by Monday 6pm following the show.