

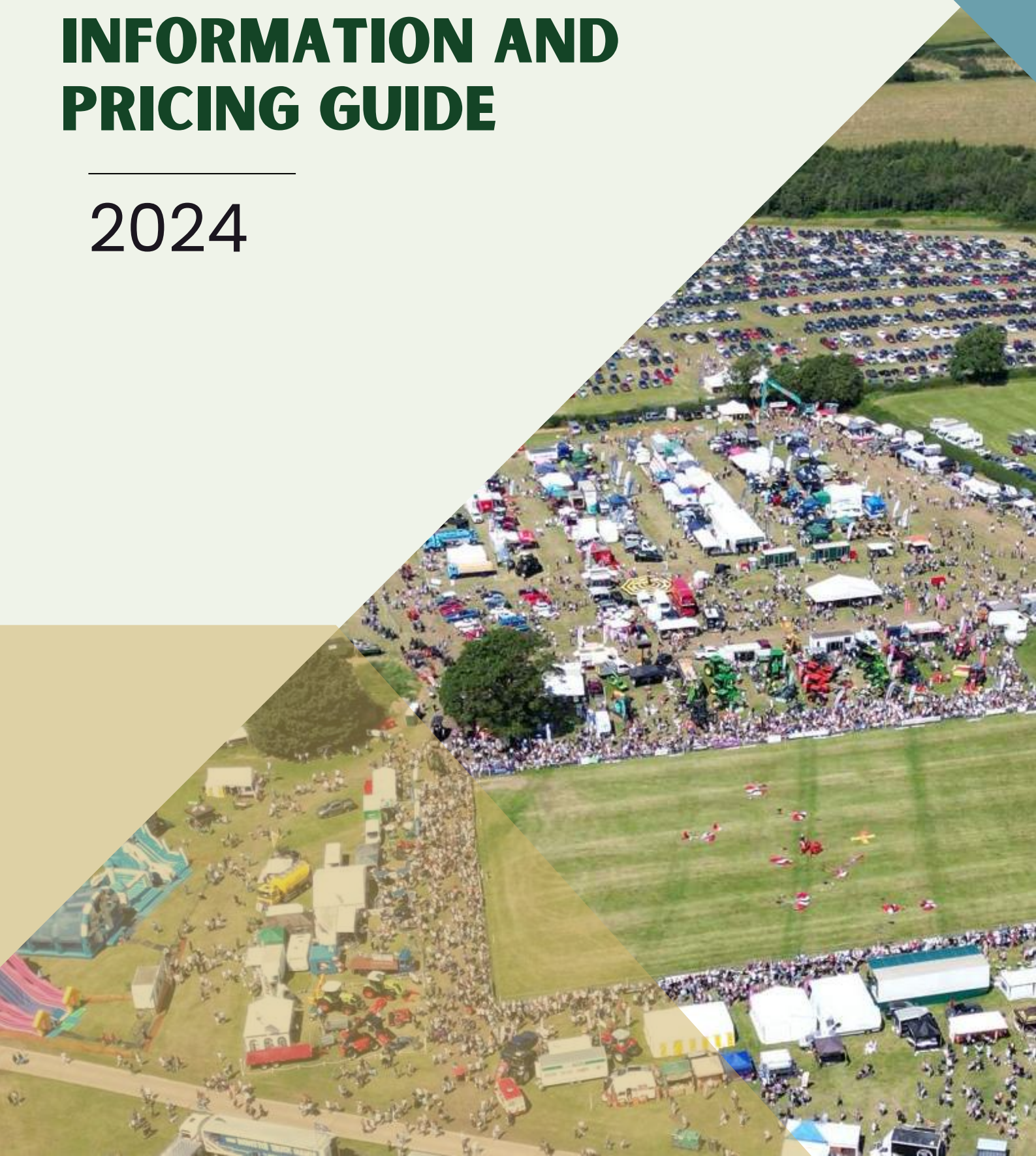


# ASHBY SHOW

## TRADE STAND INFORMATION AND PRICING GUIDE

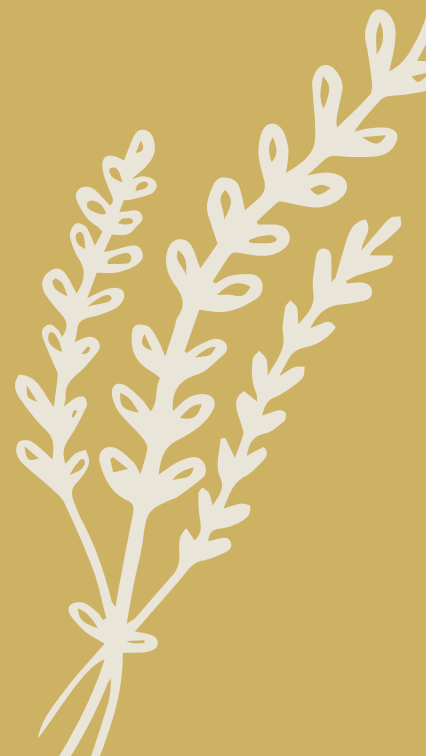
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### 2024



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- British Farm Produce, Shopping and Craft
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# ABOUT US

## The Ashby Show: A Celebration of Agriculture and Innovation

Nestled in the heart of the National Forest, the Ashby Show has been a beloved agricultural county event for over 108 years. While honoring its roots, the show also embraces new technologies and advancements that make it stand out. Visitors can connect, engage, and sample the best of what Leicestershire has to offer.

Cattows Farm in Heather plays host to the Ashby Show, where a full day of activities and events are on offer. From highly competitive livestock and equestrian classes to top-level show jumping and a major food and drink festival, there is something for everyone. Additionally, businesses are given the chance to showcase themselves and attract new customers.

As a major outdoor agricultural show, the Ashby Show attracts thousands of visitors every July. This makes it an ideal marketing and media platform for businesses and organizations. The Ashby-de-la-Zouch & District Agricultural Association, a charity dedicated to supporting agriculture in the region and beyond, organizes the Ashby Show. It provides opportunities for businesses, organizations, and individuals to connect with a diverse audience.

If you're considering exhibiting at the Ashby Show, there are numerous benefits to be gained. Connect with over 12,000 visitors, network with over 230 businesses, interact with over 20 agricultural businesses, and showcase your products to over 40 food and drink producers (numbers based on the 2023 show).





# ASHBY SHOW

## SECTION TWO

# TRADE STAND OPTIONS



**Option 1**  
Agricultural  
Machinery



**Option 2**  
General & Retail



**Option 3**  
Craft and  
Shopping inside  
space



**Option 4**  
British Food  
Market

**IMPORTANT:** Stand sizes are always listed in the regular format as follows with the first number indicating the frontage length with the stand depth listed as the second number, i.e. 6x9m = 6m frontage and 9m depth.

## OTHER TRADE STAND AREAS

### Equine Village

Space reserved for Equine businesses and services. Positioned alongside the show jumping arena and close the pony rings.

### Educational Hub

A new up and coming space which invites companies to educate the local community on all aspects of agriculture as well as the showcasing the range of jobs and workshops in the surrounding area.

### Food Courts

positioned either side of the busy main ring, we have two food courts which are thriving throughout the day from bacon rolls in the morning to a late afternoon tippie.

### Childrens Entertainment

An area dedicated to entertaining the young ones, from face painters to last man standing.

### Cattle Field

If your business focus is on livestock then the cattle field is the place for you. Placed just off the main avenue this area is always lively with people viewing the livestock classes

# SECTION THREE

## PITCH FEES

Pitch Size Frontage x Depth	Furnished Marquee Stand	
	Shopping/Craft	British Farm Produce
3 x 2	£ 85.00	£ 75.00
6 x 2	£ 160.00	£ 150.00

Pitch Size Frontage x Depth	Open Trade Stand	Agricultural Stand	Charity
3 x 6	£ 108.00	£ 95.00	£ 40.00
6 x 6	£ 190.50	£ 165.00	£ 40.00
9 x 6	£ 256.50	£ 222.00	
12 x 6	£ 322.50	£ 278.00	
15 x 6	£ 394.00	£ 338.00	
18 x 6	£ 465.50	£ 399.00	
6 x 9	£ 207.00	£ 179.00	
9 x 9	£ 289.50	£ 250.00	
12 x 9	£ 366.50	£ 315.00	
15 x 9	£ 454.50	£ 390.00	
18 x 9	£ 531.50	£ 455.00	
21 x 9	£ 614.00	£ 525.00	
24 x 9	£ 696.50	£ 596.00	
30 x 9	£ 751.50	£ 642.00	
36 X 9	Contact Show	£ 658.00	
6 x 12	£ 234.50	£ 203.00	
9 x 12	£ 322.50	£ 278.00	
12 x 12	£ 416.00	£ 357.00	
15 x 12	£ 509.50	£ 437.00	
18 x 12	£ 603.00	£ 516.00	
21 x 12	£ 696.50	£ 596.00	
24 x12	£ 784.50	£ 670.00	
15 X 18	Contact Show	£ 648.00	
15 X 24	Contact Show	£ 709.00	
21 X 21	Contact Show	£ 939.00	
24 x 21	£ 1,729.40	£ 1,616.00	



# SECTION FOUR

# ASHBY SHOW

# FOOD AND BEVERAGE STANDS

## Guidelines for our traders selling Food or Drink products and Mobile Caterers at Ashby Show

At Ashby Show, we strive to provide visitors with the best selection of food and beverages. Therefore, we only accept vendors with a food hygiene rating of 4 or 5 stars. Priority is given to vendors who have previously participated in the show, and we will try to assign you the same location as before, if requested. If this is not possible, we will contact you to discuss alternative options.

Catering vendors must submit the following documentation when booking a stand:

- A description and photos of the unit (only 4 or 5-star units will be considered)
- The amount of space required for the unit, including any additional stock vehicles, awnings, tow bars, bottled gas cages, seating, trellises, etc.
- A detailed proposed menu with portion sizes and pricing information
- Clear sourcing/supplier information
- Current and valid food hygiene certificates, equipment safety test certificates, and risk assessments
- Confirmation that you have hand washing facilities and adequate refrigeration for food temperature controls

If your application is accepted, a deposit of £100 plus VAT (£120 total) must be paid to secure your stand. You will then receive a written catering contract to confirm your stand booking, agree on the stand location. Electricity can be booked separately if required.





# SECTION FIVE

## FURNISHED STANDS

ASHBY SHOW

British Farm Produce- shedding  
3x6m pitch £75 - 1unit, £150 2units  
These pitches come with a 6ft trestle table and two chairs. Electricity is available to pre-book on application. Wifi coverage is also available at an additional cost.



## SHOPPING AND CRAFT



We make sure our two Shopping and Craft Marquee has a wide variety of exhibits and are always fully booked by the end of June, early application is advisable to avoid disappointment. All Exhibitors will be listed in the Show Guide (except for applications received after 11th June, 2024).

These 3x2m pitches come with a 6ft trestle table and two chairs. Electricity is available to pre-book within on application. Wifi coverage is also available at an additional cost.



# SECTION SIX

## SERVICES



### ELECTRICITY - ALL TRADE STANDS (Book by Friday 14th May 2024)

All electricity is provided by the show via our contractor. Electricity can be purchased from the show, however there is limited pitches where electricity can be provided. Electricity will be allocated to select trade avenues and will be allocated out on a first come first served basis.

We provide 13 amps which is a UK domestic 3 pin plug Or 32 amps depending on your size. Ensure you book the correct electricity type/amount for your needs, as you will be charged for any changes that have to be made on arrival/over Show days. Please add electricity to your online application.

### WIFI

Free Wi-Fi is provided to all trade stand pitches, if you require Wi-Fi for card readers then please tick on your application form. A password link will be sent nearer show day.

### GENERAL SERVICE POINTS TO NOTE

- All electrical equipment should be PAT tested for safety under the Health & Safety at Work Act 1974/99
- Gas cylinders or other combustible substances are not permitted in enclosed spaces under any circumstances
- Late bookings for services may incur a surcharge

If you require furniture for your stand, please book items when you make your on-line booking. The prices per item are below:-



- 6' x 2'6" trestle tables @ £15.00
- Chairs – Samsonite folding @ £10.00
- Tables – 2' round aluminium @ £20.00
- Chairs – aluminium @ £10.00



For information on Marquee Hire please contact the [catherine@ashbyshow.com](mailto:catherine@ashbyshow.com)

The Show will not be held responsible in the unlikely event of the disruption/loss of any electricity/water supplies or Wi-Fi services.





# SECTION SIX

## SERVICES

### Trade Applications:

Priority will be given to Trade stand holders from the previous show. We will deal with any requests to change stand size or location for previous exhibitors during this period.

### New Trader Applications:

Available from December 2023. We are likely to receive more applications than we have space available, so there is no guarantee that space will be offered – whilst we continue until we are full, we anticipate that the majority of plots will be filled by end of March/beginning of April. If we have suitable space available, we will contact you with details of the site.

### YOUR SPACE

All our stands come as 'open space' to give you the flexibility to arrange your stand as you wish. With the exception of the BFP, Shopping and Craft Marquees.

All our outside stands back onto each other - no space is allocated between stands for storage. If you have to keep a stock vehicle behind your stand, allow for the space in the plot size you order. Stock vehicles must be kept out of sight during the Show.

WHEN YOU'RE WORKING OUT YOUR REQUIRED PLOT SIZE, REMEMBER TO ALLOW FOR THE EXTRA SPACE NEEDED FOR TOW BARS AND GUY ROPES/FOOT PLATES ON MARQUEES. IT IS YOUR RESPONSIBILITY TO ARRANGE YOUR OWN FURNITURE, SCREENING MATERIALS, CARPETING, PLANTS ETC., AND IF OUTSIDE, YOUR OWN MARQUEE.

### STAND NUMBERS

The total number of exhibitors varies for each Ashby Show, so all stands WILL BE RE-NUMBERED every year. We will email you your stand number by the beginning of June. Don't forget to check your stand number before finalising any advertising!

### CANCELLATIONS

If you need to cancel your stand, please notify the trade stand director in writing via email. We reserve the right to re-let any space you cancel. Under no circumstances may you offer/sell your stand space to another company - if applicable, we will fill your space from the waiting list.

Please see our Terms and Conditions for our full cancellation policy.



# SECTION SEVEN

## ADVERTISEMENT

### Show Guide Advertising

Taking out an advert is a cost-effective way of enhancing your presence at Ashby Show by bringing your name to the attention of thousands of visitors. Our A5 Showguide is going from strength to strength after its introduction in 2010. The free full-colour Show Guide will include full trade stand listings, entertainment timetable, showground map and lots of other key information. It is a quality publication that is retained for future reference long after the Show.

The guide will be given out free to all visitors on Show Day.

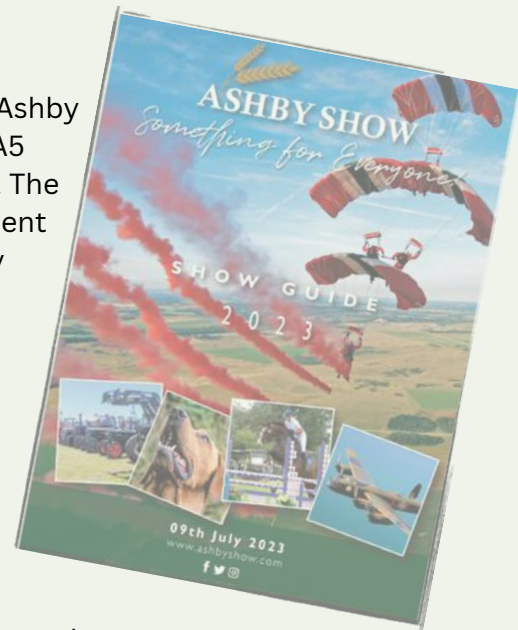
Advert Size - A5 Booklet - Full Colour

Full Page - 128 mm wide x 190 mm high - £195

Half Page - 128 mm wide x 92.50 mm high - £135

Quarter Page - 61.50 mm wide x 92.50 mm high - £65

Please book and reserve your advert with your Trade Stand application form and you will be contacted later for your advert details.



### Banner Advertising

An eye-catching way of advertising your Company at the Show is by displaying a banner in the Main Ring or one of our Show Rings.

The cost per banner will be £100 for the main ring and £50 for all other areas around the show ground.

The quantity and fee should be added to your Trade Stand booking form.



# SECTION SEVEN

## ADVERTISEMENT

**ASHBY SHOW**



**ASHBY SHOW**

SHOW GUIDE ADVERTISING  
TECHNICAL DATA

### FULL PAGE (PORTRAIT) A5

148mm x 210mm  
3mm Bleed 154mm x 216mm  
with crop marks

We recommend supplying your artwork as a  
High Resolution PDF (300dpi) - Colours CMYK  
with fonts outlined/embedded - With crop Marks  
*This stops any data becoming lost or corrupted.*

*Using professional software like Adobe InDesign, Illustrator, Photoshop  
will enable you to export PDFs.*

We can also accept  
High Resolution JPEG or PNG (300dpi) files - Colours CMYK  
with fonts outlined/embedded - With crop Marks



[www.ashbyshow.com](http://www.ashbyshow.com)



### HALF PAGE (HORIZONTAL)

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with crop marks



**ASHBY SHOW**

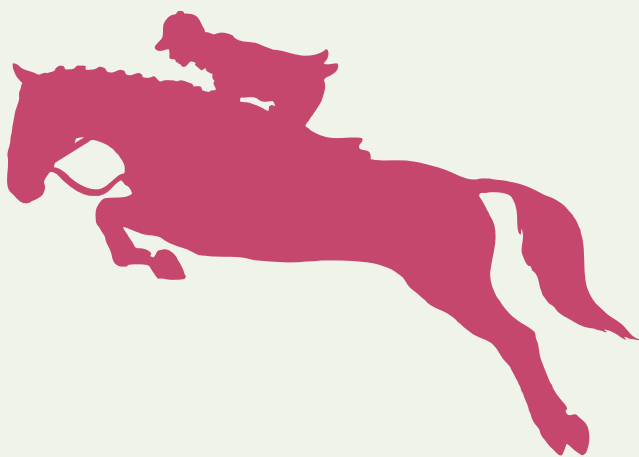
[www.ashbyshow.com](http://www.ashbyshow.com)



### QUARTER PAGE (PORTRAIT)

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with crop marks

3mm Bleed





## GENERAL BOOKING GUIDELINES

### \*ANIMALS

The Association must be notified at the time of submitting your Application Form if you intend to have animals on your Stand and by no later than 1st June. Animals cannot be added at a later date. A list of animals, quantities and relevant licenses and movement documents will be required at time of booking. All decisions whether to permit animals on Your Stand (and any changes to the number or scope of permitted animals) shall be at the sole discretion of the Society. All animals subject to movement control, animal performance licenses, disease-free certification and additional relevant bio security information must be accompanied at the show by the appropriate documentation. ANIMALS WITHOUT APPROVED DOCUMENTATION WILL NOT BE ALLOWED ON SITE.

### ELECTRICITY

All electrical equipment used on the show ground must be Portable Appliance Tested (PAT). Any equipment found by the electrical contractor or society officers to be defective/non-compliant will cause power supply to be removed without refund.

Sizing of cables and distribution equipment is based on the power requirement stated on the Electricity booking form submitted by each potential consumer. For this reason, once each application has been accepted no additional load shall be permitted on the installation without prior consent of the contractors and only when additional capacity is available.

Every effort will be made to provide an uninterrupted power supply. However, no liability will be accepted for consequential loss or damage due to power failure.

Completion of an Electricity supply booking form does not bind the Company to offer a supply. A repayment will be made if it is not possible to provide a supply. Any items not installed or not working must be brought to our attention on the day of Show. Any loss or damage caused to this equipment will be charged to the stand holder.

Payment for the supply of power will be required with the electricity supply booking form. Bookings for electricity supply should be made when making your Trade Stand application.

### HEALTH AND SAFETY

All traders will be required to provide adequate information supporting the type of stand and the content and activity taking place on the stand. TRADE STAND TERMS AND CONDITIONS - please read During the online process you will tick the option to confirm that you have read and understood our Trade Stand Terms and Conditions – please ensure that you are familiar with our Terms and Conditions before you place your booking. T&C's can be found on the website [www.ashbyshow.com](http://www.ashbyshow.com)

### SECURITY & INSURANCE

As part of our T&C's you agree that you will ensure the relevant security and insurances are in place for your trade stand. This is your own responsibility. The society does not accept any responsibility of liability for security and insurances for your own trade stand.

### GATE ACCESS AND TIMES

All gates are locked at midnight and there is no vehicle access until 6am. Vehicle access for Trade - [Blue Entrance](#)

### TRADE STAND OFFICE

The Trade stand office will be opened as below:

From Monday 8th July 09:00 – 17:00 Main Show Office

Tuesday 9th July - 09:00 – 18:30 Secretary's Cabin on Showground

Saturday 13th -Sunday 14th July 09:00 – 18:30 Secretary's Cabin on Showground

# SECTION EIGHT

## GENERAL BOOKING GUIDELINES

### SETTING UP:

- Set up starts from Thursday 11th July
- A Static Vehicle pass is required for any vehicle staying on your stand (including stock units)
- Please be considerate of other exhibitors – don't block roadways or neighbouring stands Machinery or large vehicles should unload before Show Day.
- If you have large items for stands (exhibition trailers etc), we highly recommend you arrive earlier
- During show week, the gates are locked at midnight and no vehicles will be allowed on site. Late arrivals will only be allowed after midnight if pre-arranged with the Show team.
- All members of staff working on your stand will need a valid ticket for each day they work, please don't try to leave tickets at specific gates for collection. There is no facility to hold these and your staff/guests may be directed to a different gate depending on their route in.
- There is strictly no vehicle access on show days, any vehicles in the showground must leave and be moved in the car park by 8:30am.
- You can start to clear down from 17:30
- The gates will be locked again at midnight and re-open at 07:00 on Monday 15th July.
- Please remove all cash/valuables if you are leaving your stand overnight before clearing down.

Remember that your entire stand, including marquees, footplates, vehicles, tow bars, banners, planting etc must keep within the boundary lines of your plot

All trading must take place within the boundary lines of your plot – you are not allowed to move out into the avenues or hand out leaflets around the showground

A FEW ADDITIONAL REMINDERS: YOU ARE RESPONSIBLE FOR ARRANGING ADEQUATE SECURITY & INSURANCE ON YOUR STAND FOR THE WHOLE SHOW DURATION

ALL STANDS MUST BE CLEARED AWAY BY TUESDAY 16th JULY AT THE LATEST



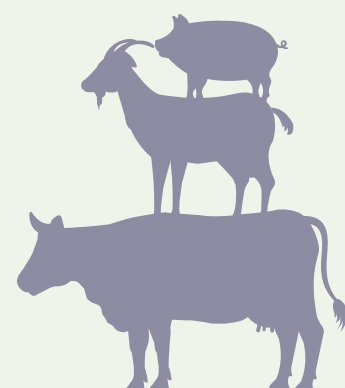
# SECTION NINE

## TICKETS AND PASSES



We issue all exhibitors with an allocation of ‘free’ personnel admission tickets and car parking passes as part of their stand booking to help towards staffing. The number of tickets is based on the size of stand booked, as listed below.

METRES (F x D)	TICKETS	CAR PASSES
BFP/Craft/Shopping per unit	2	1
3 X 6	2	1
6 X 6	2	1
9 X 6	4	2
12 X 6	4	2
15 X 6	4	2
18 X 6	6	3
6 X 9	4	2
9 X 9	4	2
12 X 9	6	3
15 X 9	6	3
18 X 9	6	3
21 X 9	8	4
24 X 9	8	4
27 X 9	10	5
30 X 9	10	5
6 X 12	4	2
9 X 12	6	3
12 X 12	6	3
15 X 12	8	4
18 X 12	8	4
21 X 12	8	4
24 X 12	10	5
24 X 21	18	9





## GENERAL BOOKING GUIDELINES

### 1 Guidance Notes

#### 1.1 Booking

The Showground has been divided into avenues for trade stands. The Society will do its very best to allocate you with the correct pitch, if you would like the same pitch as the 2023 Show please notify us on your application form. Although this cannot be guaranteed the trade stand team will do what they can.

Full payment for your stand and extras, as included on the booking form should be made as soon as possible to secure your pitch, the Society does reserve the right to cancel your application once accepted.

ALL ALLOCATION WILL BE ON A FIRST COME FIRST SERVED BASIS.

#### 1.2 Turf & Grass mowing

Exhibitors will not be allowed to remove turf or dig up ground in any part of the Show area, without the permission of a Society Officer. All holes must be filled in after use and turf replaced in a satisfactory manner. The Society allows traders to mow their allocated pitch but all cuttings must be removed off site.

#### 1.3 Electricity

Can be purchased from the show, however there is limited pitches where electricity can be provided. Electricity will be allocated to select trade avenues and will be allocated out on a first come first served basis. We provide 13 amps which is a UK domestic 3 pin plug or 32 amps depending on your requirement.

#### 1.4 LOCAL AMENITIES,

Listed below are local amenities to the show ground, none of which are endorsed by Ashby Show:

##### Petrol/Diesel

BP fuel station Ashby Road Ibstock LE67 6HA open 24 hours

##### Hardware store

Robins DIY 26 High St Measham DE12 7HR open Monday to Friday 9-5pm Saturday 8.30-3pm closed Sundays

##### Chemist

Brennans Pharmacy 31-33 High St Ibstock LE67 6LG

##### Supermarket

Central CO-OP food Ibstock, Ashby Rd Ibstock LE67 6HA not 24 hour

##### Livestock feed and equipment

SLB supplies, Wood Rd Ellistown LE67 1GE not 24 hour

### 2 Trade Stand Prices – Ashby Show 2024

All spaces are measured in meters. All trade stand prices will be listed on our online booking system. Free Wi-Fi is being provided to all trade stands this year, to remove issues with signal for card machines.

### 3 Shopping, Craft and British Farm Produce (BFP)

These pitches come furnished and positioned within covered marquees. Your space will be allocated only upon receiving payment, electricity will be available at extra cost - see online application form. All pitches will have free Wi-Fi included.

## GENERAL BOOKING GUIDELINES

### 4. General conditions

Governing the acceptance of entries for TRADE SPACE

#### 4.1 Applications

All applications for ground space for Trade Exhibits must be made via the Entry Master online booking system, and payments will be taken through this system.

Applications will be closed early if trade space is filled.

All applications accepted will be acknowledged by a confirmation email. The contract is between the exhibitor and the Society. Contact information from exhibitors will be stored on our show database and information about the company/service will be published in the catalogue and sometimes elsewhere for the purposes of show sales.

A full postal address for correspondence must be provided by every exhibitor; If you wish a different address to be published in the catalogue, please insert this in the appropriate box on the Booking Form.

#### 4.2 Stall Allocation

- (a) Sites shall be allocated in such positions and order as the Society deems fit.
- (b) Without prejudice to the generality of sub clause (a) above the Society will use reasonable endeavours to ensure that early applicants receive priority of position.
- (c) The Society reserves the right to refuse any application, for reasons that they deem fit including but not limited to:
  - The health and safety operations of a trade stand/company are not suitable or sufficient for the show's requirements
  - The presence of the trade stand may interfere with the safe delivery of the show
  - The trade stand's business would be a conflict of interest with the ethos of Ashby show
  - The outward business of the trade stand may cause offence, stress or upset to show staff or customers
  - The business of the trade stand may disrupt the timetables of the show day
  - There are too many trade stands of a similar nature already confirmed at the even
- (d) Any dispute between exhibitors or between any exhibitor and the Society as to the extent or position of any site which is allocated shall be determined by the Society's Chair or if they are unavailable the Trade Stand Director for the time being whose decision shall be final.
- (e) Sites will be marked by boundary pegs/rope/spray and your number/name. Once set up exhibitors shall be responsible for the removal of any boundary site pegs/tape that pose a trip hazard.
- (f) The Society does not warrant that any site is suitable or fit for any purpose other than being a space provided to exhibit in a greenfield setting.

#### 4.3 Charges

Payment is due within 14 days of application acceptance and confirmation. Provided that if an application is made less than 30 days before the Show Day payment must be made within 7 days of approval and confirmation and provided further, if an application is made less than 7 days to Show Day, payment must be made within 24 hours of confirmation. If payment is not received within this stated time frame your application could be cancelled.

Stand space is not guaranteed until payment has been received, your selected space will be re-allocated if your payment has not been received.

The trade stand price includes a WIFI connection.

## GENERAL BOOKING GUIDELINES

### 4.4 Electricity

If you require an electrical supply for your stand, please request this on the online application form or notify the Society to add this to your booking. Power pitches are limited on the showground to that end not all requests for power will be granted. The society will notify if power cannot be granted via email. If you have been granted power, then a separate invoice will be sent via email.

If you require power connection and have not pre-booked before Show Day, there will be an extra charge for this if power can be supplied. Power is not usually connected to your stand until the Sunday morning of the Show. If electricity cannot be provided by the Society then any pre-payment for a power connection will be refunded.

#### 4.4.1 Connection Prices

13-amp £100

32-amp £160

### 4.5 Generators

Traders may only bring a generator if requested by the Society to do so.

### 4.6 PAT Testing and electrical equipment

Only appliances which display a label indicating that the appliance has passed a portable appliance test within the last twelve months preceding the Show may be used at the Show. Use of an appliance will be prohibited if it is found to be without a Test Certificate or if identified by the Show Electrician (whose decision shall be final) as unsafe or unsuitable.

### 4.7 Gas Bottles (LPG) and other Inflammables

If there is a gas bottle on your stand (whether used or not) or any other inflammables present this must be indicated on your booking form and risk assessment. Any device fuelled by liquid petroleum gas (LPG) must ensure gas connections and pipes have been tested and certificated by a 'Gas Safe' engineer annually. The certification must be available for inspection at the show. Installations must comply with UKLPG Code of Practice CoP24 Part 3.

The cylinders are to be disconnected/connected by competent persons only using the correct tools and leak tested prior to use. No smoking signs must be in place and observed. Unless authorised in writing by your point of contact, no more than two LPG cylinders (totalling 200KG) are permitted per unit. Cylinders must be located only in the open air and must not be used or stored inside marquees, tents or other enclosures. Cylinders must not be changed during the show. LPG cylinders must be stored vertically on firm, level ground at least 1 metre from any structure or heat source, in the open air, with no obstructions in the vicinity to impede ventilation. Cylinders must be restrained in a suitably designed cylinder stand or staked and chained securely. Cages or surrounds made of wood or other combustible material are not acceptable.

All flexible hose must be labelled with either BS3212 or BSEN1763 and the regulator must be labelled with BS3016 or BSEN12864. Hoses must not exceed 1.5m in length between the regulator and appliance.

All cooking appliances must be located away from flammable materials including marquee walls.

The Society reserves the right to ask for what they regard as unsuitable or unsafe gas equipment to be removed.

### 4.8 Water

The water taps on the Showground do not provide drinkable water. No drinkable water is provided by the Society.



## GENERAL BOOKING GUIDELINES

### 4.9 Temporary Structures

All gazebo type structures or lightweight marquees must be properly anchored down. Structures should be capable of withstanding a minimum of a 30mph wind. All self-build structures must be of sound construction, assembled in line with manufacturer's instructions and must be suitably braced and anchored.

Please note that thin straight tent pegs (commonly supplied with the structures) are generally insufficient. You must use suitable ground anchors and ratchet straps to the frame (suggested example: <https://groundbolt.co.uk>), or where using weights, these must be sufficient and strapped to the structure and not simply placed on the fabric as they can dislodge if the structure is moved by wind. (as a minimum we would expect to see 2 x 12.5kg weights or equivalent per leg on gazebos – but this is dependent upon your structure and may require more)

Any flagpoles, banners or any other such structures, above 2 metres must be securely anchored. All stands will be inspected on the day of the Show by the Health & Safety Representative from the Show Committee.

### 4.10 Admission

Passes for attendees will be issued in accordance with the scale included with the table of costs. Additional passes can be purchased pre-show at a reduced rate via our online booking system

### 4.11 Liability, safety and security

(a) The Society, its officers and servants shall not be held responsible for any accident, damage or loss that may occur to any exhibitor or his employee or to any animal or article while entering or leaving or during the period it is on the Showground. This clause does not exclude or limit in any way our liability for:

- (i) death or personal injury caused by our negligence; or
- (ii) fraud or fraudulent misrepresentation; or
- (iii) any breach of the obligations implied by section 12 of the Sale of Goods Act 1979 or section 2 of the Supply of Goods and Services Act 1982; or
- (iv) losses for which it is prohibited by section 7 of the Consumer Protection Act 1987 to limit liability.

(b) Trade exhibitors are required to effect with a reputable Insurance Company, Public and Product Liability Insurance cover commensurate to the nature of their business and will be asked to produce proof of this upon applying online.

(c) The open nature of the Showground makes complete security impossible. Trade exhibitors are responsible for making any necessary arrangements (including insurance) to safeguard their pitch and its contents while on Showground. The Society accepts no responsibility for security or for any damage to persons or property, however caused – except to the extent required by law. A professional security firm is onsite over night from the Tuesday prior to the show through to the Monday following the show.

(d) The Society reserves the right to require the immediate removal of any article or structure which, in the opinion of its Trade Stand Secretary or Health and Safety Officer, constitutes a hazard to the safety of any person, including the exhibitor, and may remove the hazard (without liability for any damage caused) should the exhibitor upon request fail to do so within such period of time as is, in the opinion of its Show Secretary or Health and Safety Officer, reasonable

(e) Smoking is illegal in enclosed public spaces which include tents, exhibition vehicles and similar structures. In the event that the Society is charged with an offence as a result of an exhibitor's failure or alleged failure to prevent smoking in such a place, the exhibitor will fully indemnify the Society, without limit, against the costs of defending itself against the charge(s), irrespective of the eventual outcome.

# SECTION EIGHT

## GENERAL BOOKING GUIDELINES

(f) The person in charge of any vehicle or container of any kind brought onto the ground by an exhibitor, his contractor, servant or agent will open same for inspection of the contents at the request of the Showground Secretary (and any person authorised by them) or a Police Officer.

(g) Fire Safety within the space contractually licensed to each trade exhibitor will be the responsibility of that exhibitor whilst they occupy it before, during and after the Show. will appoint a responsible person to ensure that appropriate fire safety information is provided to any employees or contractors and that appropriate fire precautions are taken. Open fires are not permitted on the showground in any areas.

(h) The showground is a working farm which is a greenfield site (not hard standing) with no permanent services – every effort will be made to provide exhibitors with a suitable stand space however exhibitors should be prepared for uneven and soft conditions underfoot depending on the preceding weather conditions.

### 4.12 Cancellations

Cancellations must be made in writing to [info@ashbysshow.com](mailto:info@ashbysshow.com). If a cancellation is made within 4 months of the Show Day the Society will refund the charges paid, less an administration fee of £30, providing that the space is re-sold to another trader. If a cancellation is made between 1 and 4 months of the Show Day a refund of 50% of the charges paid less an administration fee of £30 will be reimbursed providing the stand is re-sold. No refund will be made if a cancellation is made within 1 month of the Show Date.

### 4.13 Build up to the Show

The Showground will open for traders to start setting up their stands from 12.00 noon on Thursday 11th July. Site security will be in place from then. The Society advises that all stands be set up by Saturday 13th July.

Food and Drink vendors- access for setting up will be available from 8am Saturday 13th July. All food and drink vendors pitches will be individually marked up by the Show Team. Please contact the Show Office on arrival.

On Show Day ALL vehicle movement is to CEASE by 8:30am sharp. All vehicles must be parked in the trader's car park. Any exhibitor or caterer arriving after this time will not be allowed access in a vehicle but on foot only.

#### 4.13.1 Livestock on Stands:

The Society must be notified in writing of any livestock brought into the Showground for exhibition on a stand. All livestock subject to movement control or disease-free certification must be accompanied by appropriate documentation from the relevant authorities and it is the responsibility of the Exhibitor to obtain such documentation. The same guidelines, regulations and health schemes apply to animals housed on trade stands as to all other livestock at the Show. Where livestock are exhibited, stand holders will be responsible for providing hand-washing facilities or approved wipes or gels and should advise the public to wash their hands after touching livestock. Livestock must not be left unattended at any time.

#### 4.13.2 Machinery in Motion:

Regulations applicable to machinery in motion, engines etc. a) only smokeless fuel will be permitted. b) All exhibits containing moving parts must be fitted with guards to comply with Standard Safety Regulations governing the particular exhibit. c) All shafting, belts, gearing or anything, which might be dangerous to the public, must be fitted with adequate guards. All tractors or power units fitted with implements or attachments, if working, must be effectively protected. d) While the Society reserves to itself the right of excluding any petroleum or spirit it may deem unsafe it in no way relieves the Exhibitor from responsibility in the event of an accident or fire. Exhibitors must conform to the Regulations relating to the transport of petroleum and the precautions to be taken against fire. e) Exhibitors of chainsaws may only give working demonstrations if special permission in writing is given by the Secretary. Such demonstrations must have

# SECTION EIGHT

## GENERAL BOOKING GUIDELINES

adequate barriers to keep the public at a safe distance (at least 2 metres). To comply with regulations, a Health & Safety Risk Assessment form must be completed, signed and returned with this booking form.

### 4.13.3 Stop & Search

The Society reserves the right to stop and search all vehicles entering or leaving the Showground.

### 4.14 Dismantling of stands

No vehicles will be admitted to the Showground between 8.30am and 5.00pm on Show Day. Trade stands must not be dismantled before 5pm on the day of the Show and not before the Society deems that the area is sufficiently clear of members of the public. Vehicles will not be admitted off or onto site before this time.

The Trade entrance will be closed from 10pm on show day and will reopen from 6 am the following day to ensure that site is secure overnight. All exhibitors and traders are responsible for the removal of their rubbish or placing it in a provided bin, there may be a charge that will accrue if this is not followed.

No vehicle either delivering or collecting goods on the Showground shall be driven at speeds in excess of 10mph.

### 4.15 Sub-contractors

Any trader employing the services of a sub-contractor for example for tentage and/or catering. The trader shall require that all sub-contractors meet the requirements of these conditions. Insurance details, risk assessments and food hygiene documents (if applicable) from sub-contractors should be available on request and should be held by the trader. It is important that the Society is notified about subcontractors' involvement by the trader. Failure to do this could result in the sub-contractor being refused access to the Showground.

### 4.16 Vehicles

When making your application please allow for extra room if you require a vehicle on your trade stand as we do not provide space to the back or sides of pitches. If you have ordered suitable space, one vehicle (caravan/motorhome /van/car) may be sited within your trade space as part of your stand or alternatively you may park it in the Trade Car Park. Trade stand vehicle parking area will be provided – this will be clearly marked on the site plan provided. Even if they hold your stock, they are still subject to the no vehicle movement restriction on Showground during open times. Please note we do not provide campsite facilities and the only toilets open during set up will be portaloos without running water.

### 4.17 General Conduct

No person shall:

- (a) offer for sale any articles, display posters or distribute any pamphlets, other than from the exhibitor's stand.
- (b) canvas in the aisles; accost others or call attention to goods or services in such a manner as to cause annoyance to other exhibitors or to the public.
- (c) use radio or other equipment causing interference to the Society's equipment.
- (d) sub-let any exhibitor's stand or part thereof without the prior written consent of the Trade Stand Secretary.
- (e) make any charge for admission to an exhibitor's stand.
- (f) use any fairground equipment.
- (g) use any public address system or internal combustion engine or provide recorded or live music audible outside their stand during the hours of 8.00am to 6.00pm on Show Day without the prior written permission of the Showground Secretary. (The Society reserves the right to withdraw such permission should a justifiable complaint be made)



# SECTION EIGHT

## GENERAL BOOKING GUIDELINES

- (h) sell by auction or otherwise behave in an unsuitable manner
  - (i) distribute balloons, whether gas or air-filled
  - (j) operate as a cheapjack or hawker
  - (k) offer for sale any firearm, shotgun, ammunition, BB gun, replica firearm, samurai or other sword or laser pen unless authorised to do so.
  - (l) no quad bikes are permitted to be ridden on the showground,
- THE ONLY VEHICLE MOVEMENT ALLOWED ON SITE WILL BE SHOW STAFF IN RTVS
- Any person contravening these rules is liable to expulsion from the Showground, without refund of any fees paid.

### 4.18 Alcohol Sales

A Temporary Events Licence will be required by traders who wish to sell alcohol or who are providing, alcohol tender for the bars on the showground.

### 4.19 Refrigerated Vans

There will be a limited number of spaces for refrigerated van on say near the catering areas

### 4.20 Food and Catering

No exhibitor other than the Society's appointed caterers and stands in the Marquees are allowed to sell food or drinks for consumption on the Showground or Car Parks or any area controlled by this Society on Show Day. The sale of ice cream, food and drinks will be strictly prohibited, unless this Society or its contractors have previously granted the Exhibitor a concession in writing. Exhibitors are at liberty to make such arrangements regarding hospitality catering on their own stands as they may wish but they must conform to Food Hygiene Regulations. Any food and drinks must be given away free to their invited guests, and not sold.

### 4.21 Postponement or Abandonment

Exhibitors shall not have any claim against the Society or any member of the Society in respect of any loss or damage whatsoever consequent upon the Show or any part of it failing (for whatever reason) to be held or having to be abandoned.

### 4.22 Compliance

All Trade Stand exhibitors must be compliant with all current legislation and regulations relating to their business and the exhibiting of their business.

### 4.23 Rules & Regulations:

All exhibitors and their representatives, entering the Showground, will be subject to the Rules and Regulations of the Society, which they are deemed to have accepted, and also to instructions of the Society's Officers and Staff.

# SECTION TEN

## HOW TO BOOK

Applications can be made via our website which used Entrymaster system.

### 2023 SHOW TRADERS

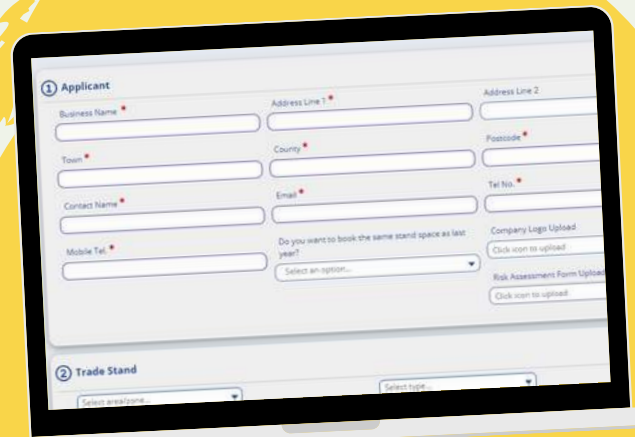
If you were a trader at the Ashby Show in 2023 you will be given priority booking for 2024. 2023 Traders will receive an invitation proposal, giving the option to CONFIRM (same stand size / location as 2023), QUERY (request a change of stand size or location) or DECLINE (not attend).

Please note - the layout of the showground may change slightly year on year and therefore you may not be able to book exactly the same space.

Options to book show services (electric, Wi-Fi, extra tickets, advertisement or sponsorship) will be available on your application.

### NEW TRADE STAND APPLICATIONS

We will ask you to apply for a trade stand on the online booking system. There is no official deadline for making new applications, but we would recommend you apply as soon as possible to avoid disappointment and to allow us time to assess your application and place you on a waiting list ready to allocate space if all trade space is full.



# SECTION ELEVEN ASHBY SHOW

## PAYING FOR YOUR TRADE STAND

**Full payment of the trade stand should be paid within 14 days of approval. 30 days before the show payment will be required with 7 days of acceptance. The final week before show day the trade stand must be paid for within 24hrs of the payment link has been sent.** This will include any additional services, tickets and passes ordered. If payment is not received within this stated time frame your application could be cancelled.

### Payments:

Our preferred method of payment is via the online booking portal, once approved a payment link will be sent via email and confirmation receipt email will be sent once the balance is paid.

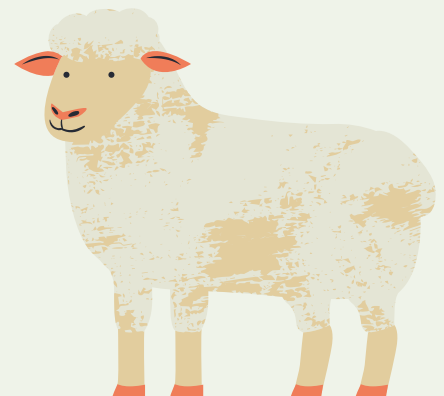
BACS payments on receipt of an invoice. Our bank accounts details for BACS transfers are:

Account Name: The Ashby de la Zouch & District Agricultural Society

Account Number: 40 08 31

Sort Code: 91480928

Ticket Packs will not be issued until full payment has been received.



# SECTION TWELVE ASHBY SHOW

## LOCAL AMENITIES



### **Petrol/Diesel**

BP fuel station, Ashby road, Ibstock, LE67 6HA, open 24 hours



### **Hardware store**

Robins DIY, 26 High St, Measham, DE12 7HR open Monday to Friday 9-5pm Saturday 8.30am-3pm closed Sundays



### **Chemist**

Brennans Pharmacy, 31-33 High St, Ibstock, LE67 6LG



### **Supermarket**

Central CO-OP food Ibstock, Ashby Rd, Ibstock LE67 6HA- not 24 hour



### **Livestock feed and equipment**

SLB supplies, Wood Rd, Ellistown, LE67 1GE- not 24 hour





# SECTION THIRTEEN ASHBY SHOW

## TRADE STAND AWARDS

AUTOMATIC ENTRY IS MADE FOR TRADE STAND AWARDS WHEN PLACING A TRADE STAND BOOKING

Each year we run a trade stand competition which are split into categories.

- Best Trade Stand
- Best British Farm Produce Stand
- Best Agricultural Stand
- Best Horticultural Stand

Judging will commence at approximately 10:30 on the day of the Show with winners being notified by 14:00. Winners will receive a personal notification from a member of the Show Team and will be asked to meet at the Show Office to be presented with award by the Show President and Chair.

### LAST YEARS WINNERS

  
**CONGRATULATIONS**  




**Best Trade Stand**

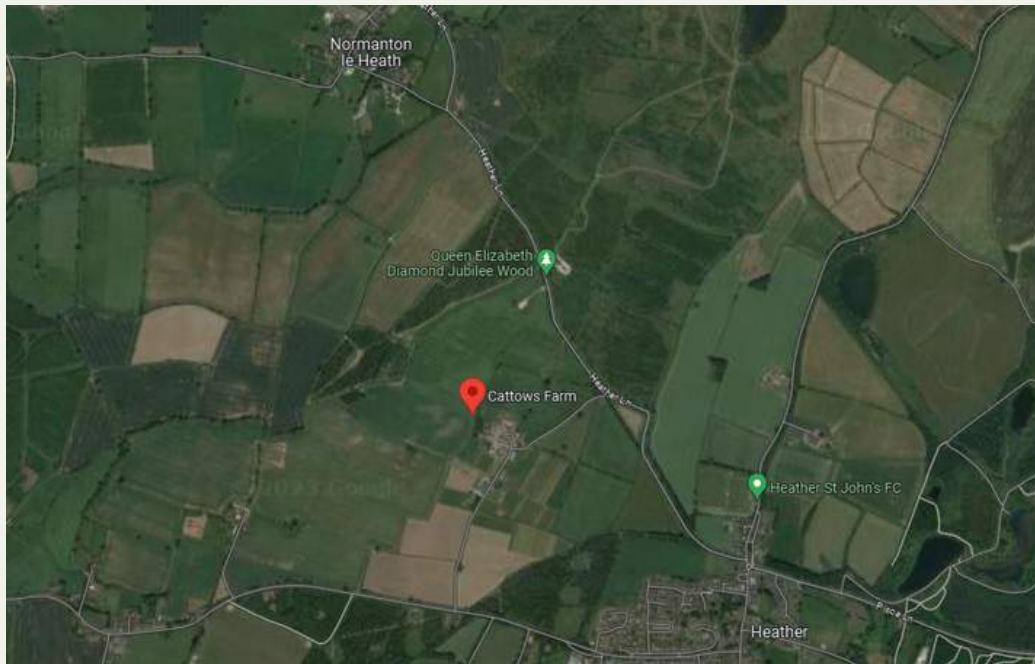


**Best Agricultural Stand**



# SECTION FOURTEEN ASHBYSHOW

## CONTACT US AND HOW TO FIND US



Show ground address: Cattows Farm,  
Normanton Lane,  
Heather  
LE67 2TD

### **What three words**

FOR TRADE ENTRANCE GATE: PERFORM.PAMPERED.BELONGED

### **Contact us**

For all trade enquires contact: [catherine@ashbyshow.com](mailto:catherine@ashbyshow.com)

For general enquires contact: [info@ashbyshow.com](mailto:info@ashbyshow.com)

Show Phone Number: 07563 389294

