

## LISKEARD SHOW – SATURDAY 13th JULY 2024

### Booking Details for the Craft & Community Marquee

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| <b>Location:</b>                               | The Show is held at The Showground, Merrymeet, Liskeard, PL14 3LE. Grass surface. Expected attendance of 9000. <a href="#">what3words ///tasks.expressed.helping</a>   |
| <b>Booking:</b>                                | Bookings must be received by Friday 14th June 2024. <b>Fees to be paid in full when booking along with proof of insurance.</b> Bookings may be received after the closing date (subject to availability, please telephone to check) but may not appear in the show's catalogue publication.  |
| <b>Price:</b>                                  | <b>2 metre frontage x 4 metres depth £55. 4 metre frontage x 4 metres depth £110. 6 metre frontage x 4 metre depth £165.</b> Please note no extra space is allocated between stands.   |
| <b>Passes:</b>                                 | 1 vehicle pass and 2 exhibitor passes will be issued for the first 2 metres booked and then 1 exhibitor pass issued per additional 2 metres booked. If you require any additional tickets these may be purchased in advance at a cost of £12 each or £14 at the gate on the day.   |
| <b>Tickets etc:</b>                            | Your receipt, details of site allocated, a copy of the safety policy, vehicle and exhibitor tickets and a plan of the show ground will be sent to you by the end of June 2024.   |
| <b>Electricity:</b>                            | Price - £33 per point including the cost of electricity. Electricity stands are booked on a first come first served basis. All appliances used must have been PAT tested.  |
| <b>Tables:</b>                                 | Tables (1.8m in length) can be hired at £11 each. They <b>must</b> be booked at the time of booking. No tables will be available on the day unless they have been booked. No chairs are supplied.  |
| <b>Banner/s:</b>                               | Banner/s booked to be displayed in the main Show ring/cattle ring must be displayed (own responsibility to put up and take down) by 8.30am on the show day or the Friday evening and removed by 6pm. The show will not be held responsible for the loss or return of any banner. They must not advertise anything offensive, religious or political.   |
| <b>Cancellation:</b>                           | Cancellations made up to 6 weeks prior to the show date will result in a 50% refund being made. Cancellations made less than 6 weeks prior to the show will result in NO refund being made. Any refunds will be made after the show.   |
| <b>Cancellation by Association</b>             | In the event of a cancellation, postponement or abandonment of the Show, the Association will make refunds at its discretion. Traders shall not have any claim against the Liskeard & District Agricultural Association or any Member of the Association 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.  |
| <b>Insurances &amp; Risk/Fire Assessments:</b> | All traders must provide a copy of their Public Liability Insurance Certificate valid at the time of the show and if necessary, Products and Employer Liability. A completed copy of the Risk Assessment and Fire Assessment Form (bottom of this form) must be returned with the Booking Form. <b>YOUR STAND WILL NOT BE CONFIRMED UNTIL FULL INSURANCE COVER HAS BEEN PROVIDED.</b>  |
| <b>Setting Up:</b>                             | All stands must be set up by <b>8.30am</b> and exhibitors are expected to keep their stands open until 5.00pm. You may set up from 12noon on the Friday prior to the show. However, the Association is not held responsible for any loss or damage that may occur. No tickets are required to enter the showground on Friday but you must follow the instructions of the Committee. All stands to be removed by Saturday evening. Please leave your stands clear of any rubbish. |
| <b>Catalogue Advertising:</b>                  | Colour advertising is available in the show day catalogue. Half page 12cm wide x 8cm high and Full Page 12cm wide x 18cm high. Adverts to be sent to: <a href="mailto:info@liskeardshow.org">info@liskeardshow.org</a> by 1 <sup>st</sup> June.  |
| <b>Balloons:</b>                               | Please note that NO balloons are permitted at the show.  |
| <b>Barbecues:</b>                              | No barbecues are allowed on site except by prior arrangement.  |
| <b>Fundraising:</b>                            | Please declare on your application form if you intend to sell raffle tickets and/or collect donations at the show. You are reminded that these types of fundraising can only be undertaken within the space of your stand area. The Association prefers that all stands should have goods to sell, not just run a raffle or collect donations.   |
| <b>Generators/ Electrical Equip:</b>           | No generators are permitted in the marquee and any electrical equipment brought on site must be tested and certified by a competent person (ie PAT tested).  |
| <b>General:</b>                                | The Association reserves the right to ask exhibitors to leave the show ground if they are found in breach of any of the conditions of booking or Association rules without refund.   |
| <b>Privacy Notice:</b>                         | A copy of the Association Privacy Notice can be found on our website <a href="http://www.liskeardshow.org">www.liskeardshow.org</a>  |