



29th, 30th & 31st July 2025

NEW PARK BROCKENHURST HAMPSHIRE SO42 7QH

FLOWER &
GARDEN
SHOW -
APPLICATION
FORM

APPLICATION RETURN DATE 6 MAY 2025

CONTACT DETAILS:

EXHIBITOR NAME:
ADDRESS:
..... POSTCODE:
EMAIL:
MOBILE/WORK TELEPHONE:

JUDGING CLASSES – Please tick the box representing the class you wish your exhibit to be judged in:

Cut Flowers	☐	Pot Plants	☐	Show Gardens & 'Blooming Borders'	☐
Trees & Shrubs	☐	Herbaceous	☐	'Elegant Entrances' Designs	☐

LOCATION OF EXHIBITORS STAND:

FLORAL MARQUEE Stand fees & staging options (see reverse)	☐	PLANT FAIR Stand fees (£75) Size (6 x 6m)	☐	ENTRANCES Stand fees (£105) see reverse	☐
SHOW GARDENS Stand fees (£145) Size (6 x 6m)	☐	BLOOMING BORDERS Stand fees (£105) size options (see reverse)	☐		

Important information: Please read general regulations & conditions. Please refer to the **sales and staging options** on reverse of this form. Also, **please sign and date below** and complete **payment details** on reverse. Thank you.

AGREEMENT – Please make **payment via BACS transfer**, using the bank details below. Alternatively, please enclose a cheque when returning this application form, which will be cashed on the due date, with no refunds. For any payment queries, telephone Sharon Blachford at The New Forest & Hampshire County Show office on 01590 622400. **This signed application form acts as a contract.**

Reference Details: Company Name
Bank Name: Lloyds TSB
Account Name: New Forest Agricultural Show Society
Sort Code: 30-95-32
Account Number: 00670054

EXHIBITOR SIGNATURE:

PRINT NAME: DATE:

Contact the show office on 01590 622400 or Annette Baines-Stiller on 07732 230577

STAND FEES, SIZES AND TYPES - Indicate required

Island Sites, & Show Gardens:

Maximum size 6m x 6m, including optional sales/marketing area:

'Blooming Borders', & 'Elegant Entrances':

'Blooming Borders' maximum size 6m x 3m, or 'L' shaped, or 'Circular' shaped:

'Elegant Entrances' maximum size 6m x 3m, including 3m public access between design:

Side Stands:

Please select and tick required size (excluding sales area). See Charges & Fees below:

12' ☐ 16' ☐ 20' ☐

STAGING OPTIONS

SIDE VIEW OF STAGING

TICK SELECTED

Option A –

Stand base depth & height = 5' x 1'.

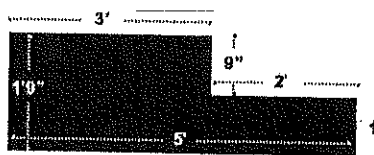

☐

Option B –

Stand base depth & height = 5' x 1',

Shelves = 2' x 1' & 3' x 9".

(Total height 1' 9")

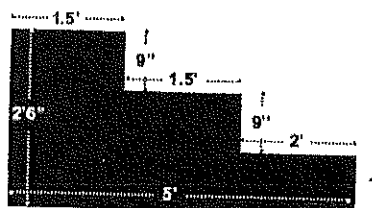

☐

Option C –

Stand base depth & height = 5' x 1',

Shelves = 2' x 1' & 2 x 1.5' x 9".

(Total height 2' 6")


☐

BACK RAIL: ALL SIDE STANDS have a standard back rail set at 7' from the ground.

CHARGES & FEES: Please note a maximum of 2 selling tables per exhibitor.

1. Island sites, & Show Gardens:	£145.00	☐
2. 12' stand, plus selling space, (2 tables supplied):	£ 85.00	☐
3. 16' & 20' stands plus selling space, (2 tables supplied):	£ 115.00	☐
4. 'Blooming Borders', & 'Elegant Entrances':	£ 105.00	☐
5. Plant Fair:	£ 75.00	☐
Electricity connection to trade stand:	£170.00	☐
Caravan Pass (tick box if required):	F.O.C	☐

Please pay via **BACS** (see account details on reverse) or send a **cheque** to 'New Forest Agricultural Show Society'.

Total £.....

If paying by **BACS**, please tick box. ☐

If paying by **cheque**, please tick box. ☐

HEALTH AND SAFETY QUESTIONNAIRE 2025

FLOWER AND GARDEN SHOW

This form is part of your application and therefore must be fully completed by all exhibitors / traders and must be returned with the rest of your application to the Show Office. Where evidence is requested (i.e., Public Liability Insurance), this must be available for inspection at all times whilst on site. It is your responsibility to ensure that suitable and sufficient risk assessments are carried out to cover your operations and activities at our Show. You are also required to consider the risk of fire within your stand / structure. Failure to comply with reasonable health and safety precautions, may result in you being removed from the site.

Company Name:

Name of On-Site Contact:

Emergency On-site Telephone Number:

Please provide a description of the product(s) on display and / or activities taking place. Please include the intended size and structure of your stand / unit:

INSURANCE

Do you hold Public Liability Insurance to cover your attendance at the Show?
(Evidence of this insurance must be available during the Show)

YES

NO

Name of Insurer:

Amount of Cover:

The Policy Term:
(Date from - Expiry Date)

RISK ASSESSMENT

Have you completed a full and thorough risk assessment covering your stand / structure set up, break down and the operations you intend to undertake?

YES

NO

This must include (but not limited to): Vehicle movements, erection of marquee / stand, work at height (including the use of ladders), use of machinery, manual handling, slips, trips and falls, hazardous substances, adverse weather conditions etc.

(Evidence of this assessment must be available during the Show)

GENERAL

Do you intend to dig, excavate, or pin into the ground to such a depth that you may encounter underground services such as cables or pipework?
If yes, please contact the Show Office for advice on procedures.

YES

NO

CATERING

If you are providing catering (food/drink) are you registered with your local authority?

YES

NO

Name of authority registered with?

Do you hold a food hygiene rating, if so please state the star rating held:

Will you be selling or sampling alcohol?
(If so, have you obtained a tens licence from the new forest district council)

YES

NO

HEALTH AND SAFETY QUESTIONNAIRE 2025

FLOWER AND GARDEN SHOW

FIRE ASSESSMENT

Are the structures, roofing, walls, and fittings of your stand / unit flame retardant?	YES	NO
Where necessary, are sufficient directional signs displayed indicating escape routes? Do they comply with current regulations?	YES	NO
Will exits be always maintained and kept unobstructed?	YES	NO

Have your staff been made aware of what to do should an incident occur? Do they know how to raise the alarm, evacuate the stand / unit, and operate the firefighting equipment supplied?	YES	NO
Have you identified all ignition sources and ensured they are kept away from combustible / flammable materials?	YES	NO
Have any portable appliances been PAT tested by a qualified person in the last 12 months?	YES	NO
Are you aware that generators are not permitted on site?	YES	NO
Are you aware that you must not stock certain items such as: fireworks, garden flares, candles, tea lights etc.	YES	NO

If you have answered "No" to any of the above questions, please provide details of the actions taken to avoid any dangerous situations arising.

DECLARATION: I/we hereby confirm that we will take all due care and diligence with regards to the health, safety, and fire risks on our stand/unit and, will have all requested documentation (see above) available for inspection whilst at the Show and, have informed all on site staff (including any appointed contractors) of this assessment.

Date Completed:	
Stand/Unit Responsible Person:	
Signature:	

Office Use Only

Have all sections been completed?	Is further information required?	Approved for entry onto Exhibitors List?
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