



Trade Stand Information Pack

8-9 November 2025

Organised by:  **Newark & Notts
Agricultural Society**

Newark Vintage Tractor & Heritage Show 2025

At Newark Showground one of the UK's biggest vintage tractor shows takes place every year. A two-day event showcasing hundreds of vintage tractors, commercial vehicles, military and stationary engines from across the UK and Europe.

Visitors will browse a fantastic range of vintage tractors and machinery, and a variety of trade stands selling anything from vintage spare parts, models, food products, home goods, gifts and more. It is possibly the largest collection and gathering of owners and enthusiasts of vintage tractors and machinery in the UK.

Will you be part of the 2025 show?

“What a fantastic weekend that was and its fast turning into one of my favourite shows of the year. - Louise, Trade Stand MudMate”



Show Layout & Dates

Closing Dates for:

Trade Stand Bookings - Friday 26 September 2025
Electricity Applications - Friday 26 September 2025

Other Dates to Note:

Final Balance due date - Friday 26 September 2025

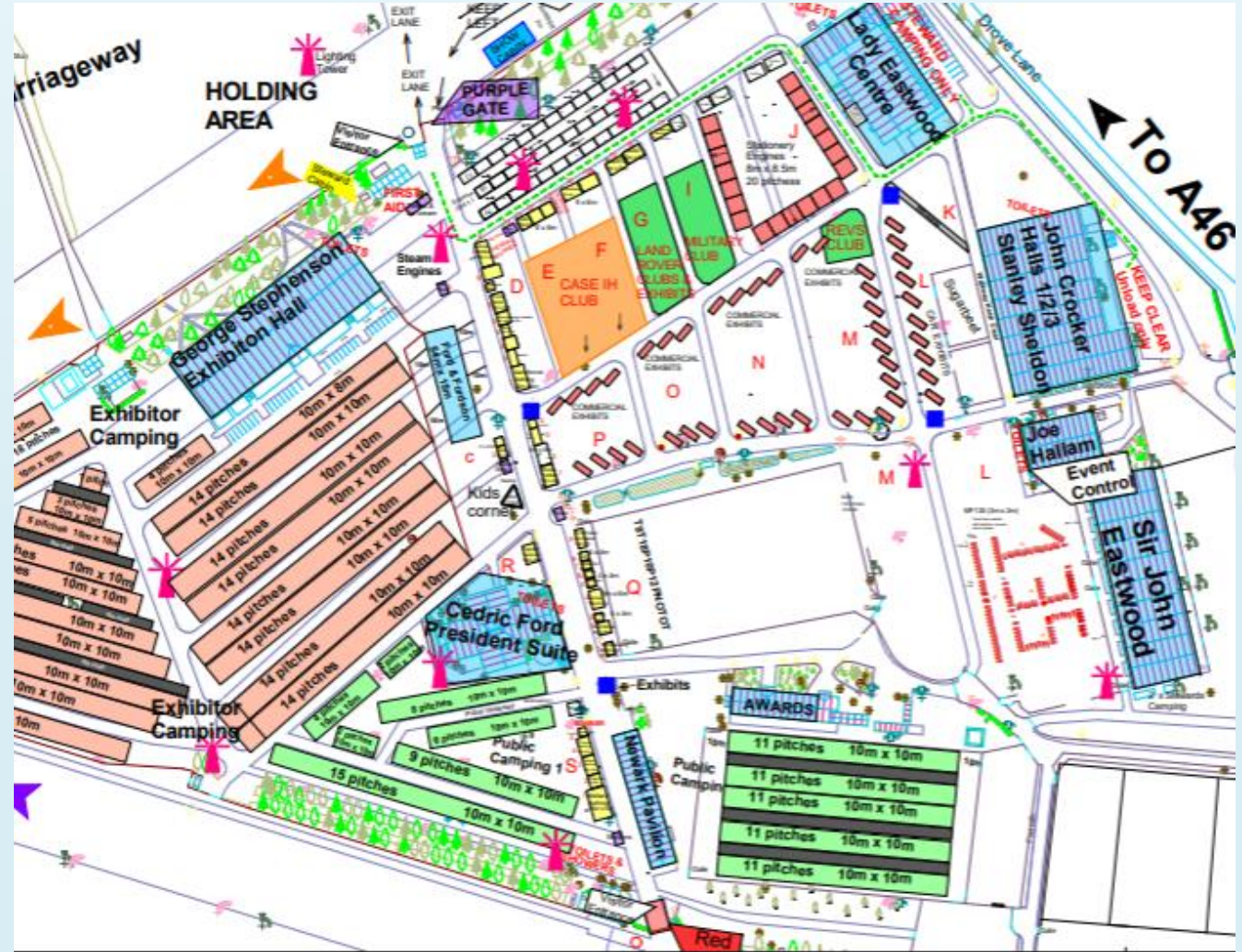
Set up times: 08.00 - 18.00 Friday 7 November 2025

Breakdown times: 16.30 - 19.00 Sunday 9 November & 08.00 - 12.00 Monday 10 November 2025.

PLEASE NOTE – Priority departure is given to exhibitors with vintage tractors to ensure safe onward travel in daylight hours.

Marquees and Contractors setting up on behalf of traders must pre-book a set up slot by 01 November to ensure the grounds are checked prior to arrival. It must be dismantled by noon, Monday 10 November 2025 due to the set up of another show.

Stand bookings can be made quickly and easily at
www.newarkvintagetractorshow.com



* Layout is subject to change.

TRADE STAND AREA	RATE
OUTSIDE OPEN GRASS	£7.20 (+VAT) per sqm
JOHN CROCKER HALLS (1/2/3)	£12.50 (+ VAT) per sqm
NEWARK PAVILION	£12.50 (+ VAT) per sqm
LADY EASTWOOD CENTRE	£13.00 (+ VAT) per sqm
GEORGE STEPHENSON	£14.00 (+ VAT) per sqm
SUNDAY SORT OUT	See other info pack

Catering Concessions (Hot/Cold food for consumption on the day)
<p>6m x 3m on open grass or hard standing. Electricity is not included. 3 entry wristbands will be included. Location and any queries discussed at the time of enquiry.</p> <p>Non-refundable deposit of £200.00 is due at the time of confirmation to secure your catering stand.</p> <p>Fees will be payable at the rate of 22.5% of gross turnover, less the deposit which is payable by 30 November 2025. A till receipt must be submitted at the end of the show. Sales figures may be subject to audit if you fail to do so.</p>

Tickets, Passes and Access

You will receive an email prior to the show with useful information. The remainder of your pack including wristbands and parking passes will be available for collection at the Show Cabin by Purple Gate during set up times listed further on in this document.

Traders Complimentary Admission Wristbands

Wristbands must be worn for set-up and show days and will be checked by security on entry to the showground. Traders will receive the following number of wristbands based on the size of the trade stand booked:

Area Booked	Number of Tickets allocated
Up to 12 sq. m	2
13 - 18 sq.m	3
19 - 59 sq. m	4
Over 60 sq.m	5 max

Additional Show Wristbands for Traders

Wristbands over and above the free allocation, may be purchased on showing scene at a cost of £20.00 each and can be added to your online booking at this price until 01 November. Extra wristbands required after this date can be purchased with cash only at the Show Cabin during set up times Children under 16 are free.

Trade Parking Pass - will be allocated to all traders for free parking in the Trade Car Park outside Purple Gate.

Camping Pass – all traders are given the opportunity to add a camping pass at the time of application only. If selected, inside traders will be allocated a pitch in the exhibitor camping area. As will all that require a hook up which is charged at £35. Strictly no camping behind halls or without a pass displayed.

Vehicle Passes do **NOT** admit Driver or Occupants to the Show. Trade wristbands must be worn with Vehicle Passes. All vehicle occupants will be asked show their wristbands on show day prior to entering the showground and they must be worn at all times. Replacements can be obtained from the Show Team, however the original must be presented.



Application and Show Regulations

Application for Space

Applications are to be made on our secure online booking system including submitting an up-to-date Risk Assessment and a copy of your Public Liability insurance. The link to the booking system can be found on the show website. Payment must be made in full prior to the show.

The Society reserves the right to refuse application without giving any reason and reserves the right to determine the area and position of sites.

Description of Stand and Goods

Each trader must complete the Description section of the Application Form and receive, free of charge, your stand name listed on the Show Website. Traders will not be allowed to sell or demonstrate goods which have not been included in their description unless prior permission is granted. All traders must upload a recent photo of their stand.

The Society reserves the right to veto any exhibit or part thereof at any time. The Society's decision is final.

Charities

Please note that there are a limited number of sites available for charities which will be allocated at the Society's discretion. The Charity Registration number is required as proof of status. The Society may refuse any Charity whatsoever without reason.

Cancellation

Cancellations must be notified in writing. The Society reserves the right to re-let any cancelled space. For cancellations received before 1st September 2025, you will forfeit the non-refundable deposit paid at the time of booking.

PLEASE NOTE - For cancellations received after 1st September 2025, no refunds whatsoever will be given in respect of cancellation of space reserved.

Unoccupied space

Any space allotted which is not occupied by 8.00 on show day shall be considered not required and the Society has the right to re-allocate the space. The Society's decision is final.

Use of booked space

Traders must comply with all relevant Trading Standards legislation – safety, fair trading and quality. Trading Standards representatives do attend the show. We will encourage the consumer to forward any complaints to the Trading Standards Office.

Space will be clearly marked out on the ground. Your stand MUST fit into the area you have booked and marked out by us, including any vehicle, guy-ropes and trailer drawbars.

Traders must not arrange goods or signs that create an obstruction to other traders or the free flow of visitors. You must remain within the confines of the booked space, not in front and not leafletting.

It is the traders responsibility to ensure that any construction of marquees or any other structure complies with the regulations stated in 2015 Construction (Design and Management) rules. Marquees must be offsite by noon Monday, 10 November 2025.

Mobile Units and trailers

Traders with large mobile units should arrange to have these in position by Friday 7 November, noon. This is especially important when it is necessary to encroach on adjoining stand space to maneuver the unit into position.

Vehicles

There is a maximum speed limit of 10MPH on the showground at all times and strictly no vehicle movement during show opening hours.

- We encourage the use of the free trade parking area, rather than behind stands wherever possible.
- If a trade stand vehicle is parked on the showground there must be a member of that staff available at all times, who is capable of driving that vehicle responsibly, in case of evacuation.

The Society reserves the right to restrict vehicle movement in adverse weather conditions.

Vehicle Passes do **NOT** admit Driver or Occupants to the Show. Trade wristbands must be worn with Vehicle Passes. All vehicle occupants will be asked show their wristbands on show day prior to entering the showground and they must be worn at all times.

Water services

Water is available at various points around the Showground. If you require a water connection on your stand, this must be pre-booked and paid for in advance. A charge will be made for stands requiring water for filling spas, pool, ponds etc.

Electricity services

Must be pre-booked with McConnells at extra cost, please ask for details or call 01636 611626. If you are found using electricity without authorisation, you will be subject to an on-the-spot fine.

Tables and Chairs

1.8m trestle tables and chairs are available free of charge. Tables and chairs will be available and stacked in different locations around the showground for traders to use on a first-come first-serve basis. Breakages will need to be paid for. Caterers are welcome to bring their own tables and chairs for customers to use providing these can be solely managed.

Noise

Traders must not use any loudspeaker apparatus, or any other offensive noisy practices to cause annoyance in any way. Guidelines to minimise noise and the risk of hearing damage etc. may be obtained from the Health and Safety Executive. A risk assessment must also cover noise.

Raffle Tickets, Collections and Appeals

Raffle tickets may only be sold with the prior written consent of the Society and strictly within the stand space confines. Stands selling raffle tickets must be registered under the Lotteries and Amusements Act 1976. Written consent must be displayed on the trade stand. Games of Chance etc. will also need written consent to be displayed on the trade stand. The raffle of live animals is prohibited. If permission is granted collections must not be made outside the limits of the trade stand. You and employees must stay within the confines of the booked space.

Advertisements

No traders or other person will be allowed to affix or distribute any placard, leaflets, publicity material or advertisement to any part of the Society's plant or premises without the written permission of the Society. No traders or other person will be allowed to distribute handbills or display advertisements except on their own stand. The society, its staff and volunteers have the right to confiscate any publicity material being distributed contrary to this regulation.

Health and Safety

- All traders must provide a Risk Assessment under the Health & Safety at Work Act. A template is available from the Show Team, please ask. Please retain copies for your records. All risk assessments must be available for inspection on your trade stand at the Showground if required.
- Traders are reminded that they are responsible for the observations, by themselves, their employees and their contractors of all Health & Safety regulations and legislation.
- All traders must carry **Public Liability Insurance to a minimum of £5Million**. A copy of the valid Certificate of Insurance must be submitted with your stand application. If your current Certificate is due to expire before the dates of the Show, then it is your responsibility to submit to the Show Team a copy of your newly issued Certificate of Insurance which will cover the dates of the Show. We strongly recommend that you bring your Certificate of Insurance with you to the Show in case you are required to provide it. You will not be allowed to set up the stand without this cover in place.
- Traders are responsible for the security of their stand and stock and all claims arising from this. The Society accept no responsibility for any damage to vehicles or trade stands by the actions of others.
- Trade stands that operate rides and 'have a go' must do so within Health and Safety Regulations. All equipment must be well maintained and copies of insurance, risk assessments and electrical testing must be shown.
- Vehicle movement restrictions do not apply to emergency vehicles or Show Team vehicles displaying official passes.

The following will be checked before and during the Show by our Health & Safety Team:

- Erection and dismantling of marquee and structures
- Transportation of goods
- Electrical Supply and Connections
- Working at height including using appropriate ladders and PPE
- Migrant workers
- Fire Risk Assessment and gas certificate if applicable

Generators

Traders are solely responsible for Generators brought to site and must meet all current regulations including PAT tested electrical goods. You must also submit a valid Gas Certificate by 01 November 2025 and have a copy with you in readiness for inspection.

Non-compliance will provoke possible exclusion from the site. All persons using LPG must submit a full risk assessment and ensure all LPG appliances, hoses, regulators and related accessories display CE/UKCA or UKNI conformity markings, which must be available for inspection on the day of the show. They should not be noisy or cause disruption to visitors or other traders in the vicinity. If they are disruptive, our health & safety officer will instruct you to turn this off. [More guidance here](#)

Each caterer is permitted only one LPG cylinder plus one spare unit and there is to be no changing of cylinders, other than via specifically designed valves during the open event.

All must submit copies of valid certification to the effect that fixed gas installations have been inspected by a gas safety registered engineer within the last 12 months. All gas appliances must be operated in accordance with manufacturers instructions. Spare cylinders will be stored in a secure, well-ventilated location at the rear of catering units. Regular removal of used cylinders is required and full cylinders are secured above, stored upright.

Litter

Traders are responsible for ALL litter in the vicinity of their stand. All trade waste must be removed by the trader before and after the show and under no circumstances must it be out in bins provided for the show visitors. Waste Regulations have changed as of 31 March 2025 and provisions will be in place for waste management.

A charge of £100 will be invoiced directly to the stand holders if the Society has to remove any trade waste including cable ties after show breakdown.

Sale of Alcohol

- To sell alcohol on the showground, you and your staff must adhere to guidelines set out on the Challenge 25 policy. More information can be found at: www.wsta.co.uk/challenge-25/
- Stands selling sealed alcohol products to take home will automatically have an additional fee of £20 added to their application. This levy gives permission from the showground to sell on site.

Exhibition of Animals on Stands

- a. Traders wishing to include animals on their stands must first obtain the Society's approval and an application to exhibit animals, including the hatching of eggs, must be received by the Society no less than 60 days before the Show with full details.
- b. Animals exhibited on trade stands cannot exhibit in Show classes.
- c. All livestock is subject to: (i) Movement control; (ii) Controls applied by DEFRA and any other authorities in relation to health status within DEFRA or other recognised scheme for a species; (iii) Declaration of disease-free certifications; and (iv) all livestock and birds must be accompanied by the appropriate documentation.
- d. All livestock and birds are subject to the orders of DEFRA and local authorities, which may be operative at the time of the show.
- e. Traders are wholly responsible for obtaining all certificates and permits, including those required to leave the Showground at the end of the Show.
- f. All livestock on trade stands must be halter led at all times. Such livestock must not be allowed to come into contact with any animals competing in the Show that are of a different health status.
- g. No livestock may be removed from the competitive classes and housed on a trade stand either before or after judging of the class in accordance with the arrangements agreed between the Society and officers of DEFRA.
- h. A competent stockman must attend animals on trade stands throughout the Show and this includes overnight. Traders are responsible for the security of their stand and stock and all claims arising from this.
- i. Traders must, at all times, comply with any instruction or request made by the Society Veterinary Officer.
- j. If the animals form part of a display, you must submit your animal activity license to the Show Team by 01 November 2025.

Prohibited Activities

- a. Threatening and intimidating behaviour of any kind will not be tolerated and will result in that person/s being removed from the Showground.
- b. The selling or donating of hand-held size inflated or deflated balloons and of kites is forbidden to avoid frightening livestock. Chinese Lanterns are prohibited.
- c. Traders are not allowed to advertise by means of aircraft, loudspeakers or trailing banners.
- d. The sale of knives, Imitation weapons including Airsoft, cap guns, BB guns, laser pens, pea shooters, catapults and explosive devices is strictly forbidden. Any traders found selling such items will be asked to leave the Showground and will not be invited to exhibit again at either the Newark Vintage Tractor & Heritage Show or the Nottinghamshire County Show.
- e. Protests, Demonstrations, Deputations, Delegations and Canvassing of members of the Public other than within the confines of the traders's trade stand space.
- f. The riding of cycles, motorcycles, motor trikes, farm bikes, quad bikes, monkey bikes & motorised scooters etc. on the Showground, in the car parks or caravan areas is not allowed except by authorised Showground personnel.

Ground Condition

The Society will not be responsible for the ground condition of the sites offered and will not guarantee to make any modifications to such sites.

Painting & Varnishing

Any paint or varnish used in the set-up of your trade stand must be dry by 7.15 a.m. on the first day of the Show.

Underground services

Traders must avoid damaging underground cables, water pipes and drainage channels by ensuring tent pegs are no longer than 250mm. If you are intending to break ground, please seek appropriate permission from the Site Manager. Any remedial work to re-instate ground or repair damage will be charged for.

Security

Security will be in operation from Friday 07 until Monday 10 November 2025.

There will be continuous night security patrols during the Show period but it is the responsibility of traders or their agents to safeguard their property. The Society does not accept any responsibility whatsoever for any losses. If you need to report something, please see Event Control or find a steward and they will radio through.

Marquees

Are granted access to set up the marquee only on Thursday with prior permission. The contractor must request access from the Show Team 7 days prior. All marquees must be removed by Monday, noon.

Set Up and Dismantling

2025 Times:

The Show opening times are Saturday 08 November, 9.00-17.00 and Sunday 09 November 9.00 – 15.30.

Set up times: Friday 07 November 08:00 – 19:00, Saturday 08 November 06:30 – 08:30.

Breakdown times: 16:30 – 19:00 Sunday 09 November & 08:00 - 12:00 Monday 10 November.

NO PART OF A STAND MAY BE CLOSED OR DISMANTLED UNTIL 16.30 hours ON SUNDAY 09 NOVEMBER. Vehicles will be allowed in from 16.30 or once the public have left and it is declared safe to do so by show management. Announcements will be made over the PA system to inform you when vehicle movement can commence.

PLEASE NOTE – Priority departure is given to exhibitors with vintage tractors to ensure safe onward travel in daylight hours.



Organisers of the:

Newark Vintage Tractor & Heritage Show

Newark & Nottinghamshire Agricultural Society is a registered charity dedicated to promote, celebrate and champion agriculture across the Midlands region.

If you would like to support our work, find out more about the benefits of becoming a member here: <https://newarkandnotts.com/>

Newark & Nottinghamshire Agricultural Society, Newark Showground, Lincoln Road, Newark, Nottinghamshire NG24 2NY. Tel: 01636 705796

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