

**Lincolnshire Business Showcase  
1<sup>st</sup> April 2026**

**Trade Regulations**

All exhibitors shall be considered as having read and understood the following regulations.

*\*Organiser refers to the Lincolnshire Showground Ltd and National Federation of Self Employed & Small Businesses*

**1. Application for stand space**

- Applications should be made via the online form and details of all requests must be given at the time of application. You should also supply all relevant information as requested (insurance policy, risk assessments etc)
- It should be noted that the acceptance of any form by the organiser does not necessarily confirm your booking, please wait to receive confirmation from the organisers.
- Upon confirmation an invoice will be sent.
- The space purchased is the footprint area for a trade stand and no infrastructure is supplied by the organisers, other than chairs and tables which must be ordered at the time of booking.
- The organiser reserves the right to refuse application without necessarily giving the reasons for doing so.
- The balance of payment including VAT must be paid by 25<sup>th</sup> February 2026. No exhibitor will be allowed to exhibit unless and until these conditions have been complied with, and your exhibitor space may be resold. Any additional costs incurred by the exhibitor during the event will be subject to a separate invoice.
- The organiser reserves the right to vary the general layout of the event, and the space allocated to any exhibitor if, in their opinion, such amendment is in the general interest of the exhibition, or if the organiser is requested to do so by the local or any other competent authority.

**2. Cancellation of Trade Stands**

If an exhibitor withdraws from the event the following cancellation charges will apply:

- **Before 25<sup>th</sup> February 2026:** 50% of total stand cost
- **From 25<sup>th</sup> February 2026:** 100% of total stand cost

If the event is cancelled by the organisers of the event, a full refund will be issued.

**3. Insurance and Exhibitor's Liability**

Exhibitors must confirm that they maintain Employees and Public Liability Policies of at least £5m and indemnify the Society against all claims, including products liability, damage and expenses whatsoever in any way arising out of their presence. Exhibitors are responsible for their security, safety of their own goods and equipment.

The organiser shall not, under any circumstances whatsoever, be liable, or responsible for:

Any damage, loss, theft or destruction whatsoever or howsoever caused, to any goods, equipment, or any property belonging to the exhibitor, or for which the exhibitor is responsible.

Any damage or injury suffered by the exhibitor, or his servants, or agents or by any other person. The exhibitor shall be liable for all loss, damage, injury, expenses and costs whatsoever, or howsoever caused to any person or property in any situation whatsoever, by the exhibitor, his servants, or agents, or the company's fittings, exhibits, machinery or other property belonging to the Exhibitor or for which the exhibitor is responsible. The transport and installation of all exhibits shall be the sole responsibility of the exhibitor, as shall be the responsibility for any damage caused by the exhibitor, his servants or agents, to any structure, fixture or fittings, permanent or temporary at the venue. The exhibitor will indemnify the organiser in respect of any such loss, damages, injury or claim, costs, expenses as described above. The organiser recommends that insurance cover is arranged by each exhibitor to cover his responsibilities.

**4. Setting up and manning of stands**

Traders can access the site on Wednesday 1<sup>st</sup> April from 8am and must be set up by 9.30am. If prior access is required, please contact the Events team to confirm if it is possible. Prior to your arrival all trade stands will have

been marked out and numbered/named. Any trade stand positioned incorrectly will not be allowed to open until they are relocated.

All exhibits must be on view and in the charge of the competent representative of the exhibitor during the whole of the period that the event is open. Should an exhibitor neglect to open or uncover the stand during the period when the event is open, the organiser may do so at the exhibitor's risk and the exhibitor shall be liable for any charges that may be incurred thereby. Where display space only is let, this does not allow for the attendance or manning of the display by any member of staff during the exhibition open hours.

Breakdown will commence no earlier than 15:00 on Wednesday 1<sup>st</sup> April, when the event has closed to the public. Any stands packing down earlier may be liable for any charges incurred. It may also jeopardise your attendance at future events.

#### **5. Trading Times**

All units must remain open from 10.00–15.00.

#### **6. Lincolnshire Showground facilities**

Please note that kettles are not permitted to be used on your stands due to movement of hot water across the venue. Exhibitors are permitted to bring their own refreshments (flasks).

#### **7. Stand Cleaning**

Exhibitors are responsible for the good order and cleanliness of their own stands. No rubbish may be placed in the aisles while the event is underway. All stands should be cleared of rubbish and waste when clearing down.

#### **8. Public Address/Music**

The use by exhibitors of public address systems is prohibited, and loudspeakers and similar devices employed in the demonstration of exhibits will only be permitted so long as such use causes no inconvenience to visitors and other exhibitors. Music is also not permitted on any stands without prior written permission.

#### **9. Fire Precautions**

Exhibitors should be familiar, if applicable, with regulations concerning the use of inflammable liquids and gasses and use in enclosed areas.

#### **10. Postponement or Abandonment**

In the event of all or part of the Lincolnshire Business Showcase being postponed or abandoned or being held wholly or partly in premises other than the venue (Lincolnshire Showground) or in the event of failure of any of the supplies, services or facilities afforded to exhibitors due to lockouts, strikes or other circumstances beyond the control of the organiser, the organiser shall be under no liability in any way whatsoever in respect of any expenditure, liability, damage or loss sustained or incurred by the exhibitors. The organiser shall be entitled to retain all sums paid them or such percentage thereof as the organiser may in the absolute discretion consider it necessary to cover the expenses incurred in connection with the event. The organisers shall not be liable for loss, damage or expenses which exhibitors may sustain or incur by reason of any Local Authority intervening and preventing or restricting the use of the event premises or any part thereof in any particular manner. In the event of any incident which precipitates the closure either in whole or in part of the event, the organiser will not be held responsible for any curtailment of promotional facilities resulting in a possible reduction in sales or opportunity.

#### **11. PR and Communication**

We encourage all exhibitors to promote the event via their own social media platforms, artwork elements will be provided to assist with this.

The LAS will also employ an official photographer to be on site over the event – so if you would prefer not to appear in these photographs please speak with the team or the photographer directly.