

CYMDEITHAS AMAETHYDDOL MÔN
ANGLESEY AGRICULTURAL SOCIETY



SIOE SIR FÔN
RHEOLAU STONDINAU MASNACH

ANGLESEY COUNTY SHOW TRADE
STAND RULES & REGULATIONS

Cymdeithas Amaethyddol Môn/Anglesey Agricultural Society

"Ty Glyn Williams"

Maes y Sioe/The Showground

Gwalchmai

CAERGYBI/HOLYHEAD

Ynys Môn/Anglesey

LL65 4RW

Ffôn/Tel: (01407) 720072 e-bost/e-mail:

info@angleseyshow.org.uk we/web:

www.angleseyshow.org.uk

TRADE STAND RULES & REGULATIONS

1. The Society retains the right to refuse any exhibit that it considers unworthy of being shown and also to order the removal of any unsightly or unsuitable stands. The Society reserves the right to terminate a booking for any reason at any time before the date of the Show by written notice. (“Termination Notice”)
2. No application will be accepted unless accompanied by the correct remittance. Exhibitors are not ‘booked in’ until full payment has been processed and written confirmation has been sent from the Show office.
3. No exhibitor may sub-let any part of the site allocated. Single day bookings are not accepted.
4. No exhibitor may move to an alternative site or designated trade stand area on the Showground without the express permission of the Senior Trade Stand Steward or the Trade Secretary.
5. Where possible we try to separate traders who are likely to offer similar products for sale, by placing them in different locations. However, the layout of the Showground and of the Trade Stands means there will be occasions where it is unavoidable that traders are in close proximity to their competitors. Traders who exhibit at the show must accept that this may occur.
6. You will be allocated a Trade Site Number two weeks before the Show and the area will be highlighted on the plan sent to you with your tickets and wristbands. This number will be on small white plastic flags at the front of your site so please set up WITHIN the flags and do not move them. Stewards will be on site to assist. Encroaching on another Exhibitor’s space is strictly forbidden, if your marquee is too big for the site booked you will be expected to take it down.
7. Exhibitors can set up from the Thursday before the show, if you need access earlier please contact the Show Secretary to discuss. During the set up days and the show days Trade Stand Information will be available in the Show Office.
8. Although every effort is made to meet the site requirements of exhibitors, the layout of the showground does change each year so allocation of a previous year’s site cannot be guaranteed.
9. Please check your details are correct on the application form sent to you and make any amendments where necessary. Please inform us of any change of address immediately.
10. Exhibitors must ensure that waste water generated from their stand should be collected in an appropriate container and disposed of at one of the sites grey or chemical/foul waste water disposal points.

FOOD

11. PUBLIC HEALTH (Catering on Stands)

Stallholders are responsible for ensuring compliance with current Food Safety Legislation. It must be ensured that Food Safety Management documentation is available for inspection. Food vendors must be registered with the Local Authority from whose area they operate. In addition, food handlers must have appropriate food hygiene training. All food vendors must have appropriate means of disinfection such as sanitisers and adequate hand washing facilities—failure to provide such facilities will result in the suspension of trading until issues are resolved. All stallholders must display appropriate signage relating to allergens and have allergen information available upon request. Vendors should contact the Food

Safety Section of Anglesey County Council before the event to discuss the nature of their operation, and provide basic contact details. The Food Safety Section can be contacted on 01248 752820.

12. FOOD ALLERGEN INFORMATION

Food stalls must have a food allergen information available on their stands

13. To encourage recycling trade stands and exhibitors are encouraged to use only recyclable or biodegradable plates, glasses, bags, etc. Anglesey Agricultural Society support Surfers Against Sewage for a "PLASTIC FREE ANGLESEY" we would encourage you to replace single-use plastic items (eg. straws, bottles and bags) with sustainable alternatives. Please visit www.sas.org.uk for more information

DRINK

14. Drink (alcoholic and non-alcoholic) is NOT to be sold for the consumption ON the showground to our Show visitors. You are only permitted under the Show's rules to sell alcohol for consumption OFF the Showground, NOT by the glass from the Trade Exhibitor Site. However complimentary samples may be offered. Please note outside stands you still require your own TEN License issued by Anglesey County Council to offer Alcohol products sold during our Show for consumption off-site. Our Food hall and Pavilion requires to have TEN license.
15. ALCOHOL SALES: The Anglesey County Showground does not hold a Premises Licence for the sale of Alcohol. **The sale of Alcohol for consumption during our Show is restricted to our approved Restaurant and Mobile Bars.** For your information all of these authorised Alcohol concessions are licensed under Temporary Event Notices for their sole use in designated areas.
16. Trade stands supplying alcohol MUST provide their own Personal License Holder. The Personal License Holder Number must be inserted on the trade stand application form. The identity and proof of the Personal License Holder may be requested at the Show by Officers of the Responsible Authorities. For all intense and purpose the Personal License Holder will assume the full role and responsibility of the Society's Designated Premises Supervisor for the trade stand.

HEALTH & SAFETY INFORMATION

17. ACCIDENT, LOSS, DAMAGE OR INJURY

Save for death or personal injury caused by the negligence of the Society, its servants or agents, the Society will not be responsible for death, injury, disease or damage or loss caused to any Exhibitor or to his or her servant or agent or to any animal, article, plant machinery or thing of whatever nature brought onto the Showground by the said Exhibitor from whatever cause death, injury, disease, damage or loss arises. The Society will not be responsible in any way for any animal, article, plant machinery, or object of any kind exhibited on the Showground or for damage caused to sites during the preshow period and will not undertake to make good such damage.

18. You must submit a completed Risk Assessment Form when booking a stand.
19. It is the responsibility of the Exhibitor to hold the necessary Public Liability Insurance cover for the Third Party risks and to ensure all their staff and contractors work in accordance with the relevant Health & Safety legislations. All trade stands must have Public Liability Insurance cover up to a minimum of £5,000,000 and Employer Liability Insurance cover up to a minimum of £5,000,000 valid for the duration of their presence on the Showground. The Society's Officers and Officers from other Responsible

Authorities reserve the right to request and inspect insurance certificates by trade stand holders whilst on the Showground.

20. The Society has taken reasonable precautions to ensure the health and safety of everyone present. For these measures to be effective, please take reasonable precautions to avoid and prevent accidents occurring and obey the instructions of the Society's Officials and Stewards. Please clear rubbish and debris regularly and after the Show, fill in holes and make good any damage to the ground.
21. Any exhibitor who brings their own marquee must provide a Health and Safety Risk Assessment together with a suitable serviced fire extinguisher(s) as appropriate. Smoking is prohibited in all marquees.
22. There will be continuous night security patrols during the Show days but it is the responsibility of exhibitors or their agents to safeguard their property. The Society does not accept any responsibility whatsoever for any losses in the build up/take down/during the show.
23. All sites must be staffed, stocked and open to the public continuously from 8.00am to 5.30pm on both Show days and early departure is not permitted. Vehicles must be parked in their appropriate parking area by 8.00am on Show days and vehicle movements are not permitted within the Showground until 5.30pm or until the Show Stewards permit their movement, whichever is later.

24. RESPONSIBILITY OF EXHIBITORS

The Exhibitor shall assume full responsibility including liability for all claims arising out of the exhibition, handling or housing of any animal, article, plant machinery or object of any kind exhibited on the Showground and the conduct of the Stand generally. The Exhibitor shall indemnify the Society against all claims, damages or expenses whatsoever in any way arising out of the presence of the Exhibitor or his/her exhibits on the Showground. Acceptance of the foregoing provisions shall be a condition of entry. Where items are offered for sale the Exhibitor must comply with all relevant Trading Standards legislation.

(a) Inflatables

Exhibitors are required to complete Cyngor Sir Ynys Môn / Isle of Anglesey County Council INFLATABLE PLAY EQUIPMENT CHECKLIST APPENDIX 1 . Inflatables need to be inspected annually (unless they are less than a year old) and the main national inspections schemes are managed by PIPA, ADIPS and RPII. Exhibitors are required to provide the Society with a copy of your most recent thorough examination report, or the unique PIPA/ ADIPS number for their unit.

(b) ANIMALS

If Exhibitors are considering having animals on/in the Trade Space they are required to make reference to Cyngor Sir Ynys Môn / Isle of Anglesey County Council guidelines on ANIMAL CONTACT AREAS AT TEMPORARY EVENTS APPENDIX 2. If Exhibitors are considering having animals on/in the Trade Space, exhibitors need to take measures to reduce and eliminate faecal contamination, where any animal contact takes place, and then provide hand washing facilities. Cleansing wipes and anti-bacterial gel are not an acceptable substitute for proper hand washing facilities. The most effective method of removing dirt and contamination remains hand washing with soap and running hot and cold water, or warm water followed by hand drying. Further advice can be sourced from www.hse.gov.uk/agriculture/topics/visitor-attractions.htm . ehealth@ynysmon.gov.uk

CARAVANS & OTHER SLEEPING UNITS ON THE SHOWGROUND

In Accordance with the current legislation regarding the siting of caravans and other sleeping units, the following points require your attention: -

24. Every unit MUST not be less than 6metres from any other unit in separate family occupation and not less than 3metres MUST be permitted between units in any circumstances.

25. All sleeping units (caravans etc) must have a suitable smoke detector to BS5446 part1:1990
Representatives from the Society and North Wales Fire & Rescue Service will be inspecting the positioning of all caravan and other sleeping units on the Showground during the show. Exhibitors not complying to the above regulation will be instructed to relocate their caravan.

ALLOCATION OF ELECTRICITY

All current electrical outlets on site conform to current I.E.E. regulations and are protected by a RCCD or RCBO in accordance with EEC Regulations for Electrical Installations.

In the interest of Safety, ALL Trade Stand exhibitors who either receive connections from the Society OR use their own means of power MUST comply with current I.E.E. Regulations and the "Electricity at Work" Regulations 1989 or any other subsequent legislation. Exhibitors requesting electricity MUST provide the correct weatherproof cable and plugs to be compatible with the Society's sockets and fittings and must comply with the above Regulations. Exhibitors using their own portable electrical generators must be aware of the need to provide weatherproof cable and that the exterior connection between cable and generators MUST be of weatherproof type (i.e. BS4343 EN60309).

The Society insists that all portable Generators are Diesel operated. All Generators brought to the Show will be checked by the Society's Health & Safety Adviser and any found not to comply, will be removed from the Showground.

All cable extensions and connecting couplings / plugs etc. must carry a P.A.T. Test Certificate (Portable Appliance Test) dates on these must be valid for the duration of the Show and must carry the signature of the person/organisation who carried out the testing. All electrical appliances on trade stands will be checked by the Society's Health and Safety Advisor prior to the official Show opening, and any portable electrical equipment as described above that is not in compliance with the P.A.T. Testing requirements will be isolated, stand closed, and the vendor instructed to either take the necessary steps to comply, or failing this, removed from the Showground.

Electrical extension cable reels that not fully extended off the reel can cause a fire risk. Trade stands must therefore use extension reels which are the correct length for the purpose they are being used.

CANCELLATIONS / REFUNDS

26. The Society reserves the right to cancel all or part of the Show for any reason. To the extent permitted by the Unfair Contract Terms Act 1977 the Society will not be liable for any loss or damage whether caused by the negligence of the Society its servants or agents or in any other way whatsoever. The Society shall in no circumstances be liable to the Trader for any loss of business, profit or production or any similar loss or damage whether direct, indirect or consequential and be under no obligation whatsoever to compensate the trader.
27. Please confirm cancellation of a trade site in writing or via email to info@angleseyshow.org.uk
28. The Society, will not under any circumstances, refund the fee.
29. Exhibitors must ensure that they are adequately insured covering public liability for Third Parties plus cancellation cover by the Trade Exhibitor. The Society will not, under any circumstances, entertain any claim on behalf of any exhibitor.

