

Strathendrick Agricultural Society

(Instituted 1816)



President

His Grace The Duke of Montrose

Secretary:

4 Chattan Avenue, Causewayhead, Stirling FK9 5RD

Tel: 01786 472275 Mobile: 07877 564 095

Email: secretarydrymenshow@yahoo.co.uk

February 2012

Dear Sir / Madam

DRYMEN SHOW – SATURDAY 26TH MAY 2012

Please find enclosed a Booking Form, Risk Assessment Form and Trade Stand regulations for the above show.

Charges for trade stands in 2012 will be £4.00 per foot frontage, with a minimum charge of £40.00. I hope you take the opportunity to book your stand space for this year's show

Please note that catering concessions have already been allocated and no further trade stands which fall into this category can be accepted.

There are prizes for the best presented Trade Stands. These shall be judged and prizes presented on the day of the show.

In addition, from all the charity stands booked by the 15th May, 2012, one will be selected and this charity will have their payment refunded. Over the past few years we have always given one charity a complimentary stand at Drymen Show.

For those of you running tombolas etc you will need to apply for a licence from Stirling Council and you must comply with the regulations. If you are planning to have noise on your stand during the day please complete the relevant part on the form. This is essential information when it comes to positioning the trade stands.

We look forward to welcoming you to another successful show.

Sincerely

Roz Heslop
Secretary

Strathendrick Agricultural Society (Company Number SC406350)
Registered Office: c/o Lindsays, 1 Royal Bank Place, Glasgow G1 3AA
Scottish Charity Number SC042565

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**Return to John Caven, Offerance Farm, Gartmore, Stirlingshire. FK8 3RZ
with payment and completed risk assessment form.**

Company Name	
Type of Business	
Address	
Postcode	
Telephone Number	
Mobile Number	
E-mail	
Contact Person	
Width/frontage of Stand (feet)	
Depth of stand requested (if over 20ft is required)	
Amount enclosed £4 per foot frontage (minimum £40.00)	
Noise	
Signature	I agree to adhere to the enclosed regulations.

DRYMEN SHOW TRADE STAND REGULATIONS

APPLICATIONS

Application Forms

Applications for the Trade Stand space must be made on the official form (enclosed) and be signed and returned with full payment. Cheques to be made payable to 'Strathendrick Agricultural Society' Applicants must state briefly on the form what they propose to exhibit/sell (eg , Jewellery, Clothing, plants, furniture etc)

Acceptance

Unless advised otherwise all fully paid trade stands can be taken as confirmed and accepted. The positioning of Trade Stands is at the absolute discretion of the organisers but consideration will be given to requests.

Noise Level – in order to assist us with positioning of stands please indicate on your form if the nature of your stand would produce a level of noise (ie balloons, paint ball etc) Any such stands would not be positioned close to livestock areas.

Cancellation

By applicant - In the event of cancellation by an applicant, the applicant remains liable for the full amount.

If Drymen Show is postponed or cancelled due to circumstances out with our control all trade stands monies will be transferred to the rescheduled date. A full refund will be made to any trade stands for which the new date is not suitable.

SITE PREPERATION

Contractors

Trade Stand holders are permitted to employ their own contractors to supply and erect tents, marquees and displays etc at their own expense. It is the responsibility of the Trade Stand holders to ensure that their contractors are fully conversant with these regulations. Strathendrick Agricultural Society (SAS) cannot act as agents between Trade Stand holders and their contractors or enter into any dispute between them.

Occupation of Space

Large equipment stands (tractors, cars, large machinery etc) must be set up by 10.00pm on Friday 27th May, 2011. This is in order to cut down on the amount of traffic going through the showfield on the Saturday morning. All stands must be set up and staffed by 8.45 am on the day of the Show

No Trade Stand holder may occupy any space other than that allocated. ROPES, PEGS, TOW-BARS, SIGNBOARDS ETC, must all be contained within the boundaries of the stand, and must not overhang or obscure neighbouring stands.

Hours of Opening

Drymen Show is open to the public from 9.00 am to 5.00 pm. All stands must be 'open for business' during these hours.

SECURITY PRECAUTIONS, HEALTH & SAFETY AND INSURANCE

Health and Safety, Risk Assessment and Fire Precautions

As instructed by Stirling Council it is the responsibility of all Trade Stand holders to complete the appropriate parts of the RISK ASSESSMENT FORM WHICH MUST BE RETURNED with the application form.

It shall be the responsibility of Trade Stand holders to ensure that their stands are soundly erected and that their stands and exhibits are at all times safe. In the event of fire, Trade Stand holders should raise the alarm by shouting 'FIRE' and warn all those in the immediate vicinity Every effort should be made to extinguish the fire.

Property

Trade Stand holders are advised to make adequate arrangements for the security of their goods from arrival on site till departure.

All lost or found property should be reported immediately to Central Scotland Police who shall be on site on the day of the Show.

Tidiness

Trade Stand holders must ensure tidiness on their stands, and in the area in front of their stands to. Bins/skips are provided by SAS and are located at various points around the site. After the show all refuse should be bagged or disposed off in the bins/skips provided.

Liability

Trade Stand holders are responsible for any and all damage or injury to persons or property within the confine of their stand. Trade Stand holders shall be responsible for the safety of all exhibits and machinery capable of causing injury which must be safeguarded to the satisfaction of SAS and in accordance with Stirling Council requirements.

Insurance

SAS is not responsible for the security and safety of individuals or loss or damage of exhibits, personal effects or any property belonging to Trade Stand holders. Trade Stand holders will be responsible for insurance against fire, theft and third party damage to their stands, exhibits, property and personal effects. Trade Stand holders are also responsible for any damage caused by them to any property belonging to the SAS or any of its contractors. SAS recommend that Trade Stand holders arrange their own insurance for this purpose.

VEHICLES AND PARKING

Vehicle Movement

All Trade Stand holders and contractors' vehicles must be parked, in accordance with passes issued, by 8.30am on the day of the Show. After that time any 'trade stand' vehicle must park in the main car park. There is space for one vehicle behind most trade stands. No further movement of vehicles parked along trade stands space is permitted until 5.00 pm. This is for public safety reasons.

Catering.

Country Refreshments have the sole catering rights at Drymen Show. Applications for mobile hot or cold food units, ice cream vans or mobile bars shall not be accepted, unless by prior arrangement with the Secretary.

Water

Water points are provided at various locations within the Drymen Show site

SELLING

Stand holders may not distribute handbills, leaflets or posters out with the stand space. SAS committee reserve the right to take whatever action is deemed necessary if the above instruction is disregarded.

VEHICLE PASSES AND ENTRY TICKETS

Vehicle Passes

Vehicles/people without passes will NOT be permitted entry to the site unless entry charges are paid at the gate. Trade Stand holders are responsible for providing the members of their staff, where applicable, with the necessary tickets.

Scale of issue of Vehicle Passes and Entrance Tickets.

There is a free issue of tickets for the use of Trade Stand holders and their staff based on the stand size. Any additional staff must pay at the gate on arrival.

Issue date

Tickets will be sent out in May. Trade Stand holders not receiving their allocation by 21st May should contact the secretary. No free passes or tickets will be issued on site. Passes will be mailed to the address on your application form.

Refunds

Under no circumstances will refunds be made to Trade Stand holders, their staff or representatives who have arrived at the Showfield without their tickets and have paid public prices to gain admission to Drymen Show.

STANDS

Stand space is calculated in multiple units of 1ft frontage x approx 20ft depth. Trade Stand Holders requiring additional depth over the allocated 20ft must note this on the application form. Please note that areas where this can be achieved are limited and will be accepted on a first come first serve basis.

Closing Down

Trade Stand holders, their employees or contractors, must not close up, take down or dismantle their stands, or pack up their exhibits, until 5.00 pm on the day. SAS will not be responsible for any item of equipment belonging to Trade Stand holders left on the stand after their departure from the Drymen Show site.

Trade Stand holders must leave their stand and sites entirely clear of litter and particularly of nails, pins, metal, glass, etc., to avoid the risk of or injury to stock grazing the ground at the conclusion of Drymen Show. Any Trade Stand holder leaving the stand area in an untidy condition may be charged towards the extra cost of labour to clean up the site.

Trade Stand holders who remove turf or disturb soil must restore it prior to leaving the site.

CONSTRUCTIVE CRITICISM & SUGGESTIONS

Trade stand holders are invited to write to the SAS Secretary after the Show with constructive criticisms or suggestions that may be helpful in planning future Shows.