



Bingley Show 20th July 2019

Catering Application Form

Company/Trading Name:			
Contact Name:			
Company Address:			
County:		Postcode:	
Tel No:		Mobile No:	
E-Mail:		Website:	
Please give a brief description of what you offer:			
Registered Local Authority:			
With this form please attach the following: <ul style="list-style-type: none"> • Photos of the unit • Menu with Price List for the Show Day • Risk Assessment & Fire Equipment • Hygiene Certificates • Public Liability Insurance Certificate • Allergens Information • Gas/Electrical Certificates (where applicable) 			
Please describe your stand and give exact dimensions of your catering vehicle/stand:			
Will you be providing any shelter, seating or tables for visitors, if so approximately how many and how much space will you require?			
Catering stand/trailer		£450	
Beverage only stand/trailer		£175	
Additional Admission Tickets can be purchased (before the day) (2 Admission tickets included)	£8	Number needed	
Additional Vehicles pass can be purchased at the time of application (1 Vehicle Pass included)	£10	Only 1 extra vehicle pass can be purchased	
TOTAL		£	
<p>CLOSING DATE FOR APPLICATIONS IS 1ST APRIL 2019</p> <p>NOTIFICATION TO SUCCESSFUL APPLICANTS ON or BEFORE 10TH APRIL 2019</p>			

Bingley Show Catering Application Form

Website Listing and Social Media Information

Included in cost of your Trade Stand is a listing on our website please complete all the following details

Tick if you would like us to use same info on the front page of your application
Otherwise, please give alternative details below:



Company/Trading Name:

Contact Name:

Address:

County:

Postcode:

Tel No:

Mobile No:

E-Mail:

Website:

Social Media Information:

If you are on Facebook or Twitter please provide your detail so we can link to you:

Other Company Information:

Have you won any prizes/awards/competitions?

What is your unique selling point?

Do you have any unusual stories about your company?

Will you be having any competitions on show day? Please give details

Bingley Show Catering Application Form

Trade Exhibitors Payment Form

Company/Trading Name:

Total Payment Due:
(please include additional tickets/passes)

IMPORTANT NOTE
50% OF AGREED TENDER PAYABLE BY 17TH APRIL. FULL BALANCE INC EXTRAS DUE 1ST MAY

Please note that your application will not be confirmed until full payment has been received

I WISH TO PAY BY CHEQUE

Please make cheques payable to AIREDALE AGRICULTURAL SOCIETY and send with your completed Application Forms.

I WISH TO PAY ONLINE

Account Name: AIREDALE AGRICULTURAL SOCIETY
Account Number: 80074049
Sort Code: 51-70-19

I will use the following Reference:
Payment has been made/will be made on:

I give permission to AIREDALE AGRICULTURAL SOCIETY to retain my data, in order to send me information on future shows & advance info on the 2020 Show.

(Your data is stored for show purposes only and will never be shared with a 3rd Party, if you wish to remove your information at anypoint, please email secretary@bingleyshow.co.uk)

I have read and understood the full Terms and Conditions supplied with this form.

All applications must include the following:

- Full list of Attachments on page 1
- Completed Application Form
- Website/Social Media Listing
- Payment Form
- Completed Health and Safety Questionnaire

Please return completed applications to:

Mrs Claire Platts
Airedale Agricultural Society
156a Queens Court
Main Street
Bingley
West Yorkshire
BD16 2HR

Bingley Show Catering Application Form

Health and Safety Questionnaire		
Company Name:		
Name of Onsite Contact:		
Emergency Onsite Mobile Number:		
INSURANCE		
It is mandatory to have Public Liability Insurance to attend the show. Do you or will you have Public Liability Insurance to cover the period of the show? (evidence of this insurance must be available during the show)	YES	NO
Name of the Insurer:		
Amount of Cover:		
The Policy Term: (Date from – Expiry date)		
RISK ASSESMENT		
It is mandatory to have completed a Risk Assessment prior to attending the show. Wil, you have completed a full and through risk assessment covering your stand/structure set up, breakdown and the operations you intend to undertake prior to attending the show This must include (but not limited to) Vehicle movements, erection of marquee/stand at height (including the use of ladders), use of machinery, manual handling, slips, trips and falls, hazardous substances, adverse weather conditions, risk of fire etc. (evidence of this assessment must be available during the show)	YES	NO
FOOD AND DRINK		
If you are providing food and/or drink are you registered with your local authority?	YES	NO
Name of the authority registered with:		
Please state the food hygiene rating you have been awarded, and the trading name under which the hygiene rating is published on the Food Standards Agency Website:		
Will you be selling or sampling alcohol? (if so, have you obtained a T.E.N.S from Bradford Metropolitan Council)	YES	NO

Bingley Show Catering Application Form

Health and Safety Questionnaire (cont.)

FIRE ASSESSMENT

Are the structures, roofing and fittings or stand/unit flame retardant?	YES	NO
Have your staff been made aware of what to do should an accident occur? Do they know how to raise the alarm, evacuate the stand/unit and operate your firefighting equipment?	YES	NO
All portable electrical appliances (over a year old) must have been PAT tested by a qualified person within the last 12 months. Will all of your electrical appliances comply with this regulation?	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 (by appropriate persons/authorities) whilst at the show and have informed all on site staff (including any appointed contractors) of this assessment.

Date Completed:

Stand/Unit Responsible Person:
(Please print name)

Signature:

Have you had a look at our Sponsorship Packages?
 If you are already planning to attend the show then why not enhance your presence and trading on the day. For full details see our sponsorship packages on the website.

Bingley Show Catering Terms and Conditions

- HEALTH & SAFETY INSPECTIONS MAY BE MADE ON THE DAY
- Applications close 1st April 2019. Hygiene certificates, risk assessments and a copy of your public liability insurance must be sent with the application form. Once a tender has been agreed a non-refundable 50% deposit is required by 17th April 2019 and the balance by 1st May 2019
- Applicant should be aware that the Society reserves the right to refuse any application, without giving any reason and reserves the right to determine the area and position of sites.
- Any exhibitor handling food items must be registered with their local authority for Food & Hygiene regulations and these regulations must be complied with.
- All trade waste must be removed by the trader before and after the show and under no circumstances must it be put in bins provided for show visitors. A charge of £100 will be invoiced directly to the stand holders if the Society has to remove any trade waste after show breakdown.
- Traders should be aware that, whilst the showground generally has good network coverage, 3G/4G is not guaranteed on site and therefore we recommend that you check coverage beforehand. Wi-Fi is not currently available on site.
- All vehicles must be either incorporated within the area of your trade stand or parked in the trade stand carpark before 8.30am on show day.
- Stands must remain open until 5pm. No vehicles will be allowed to access the showground before 5pm to commence clearing stand.
- All vehicles must display their vehicle pass.
- No trader shall sub-let or re-let any of the space allocated to them.
- The Show Organisers reserve the right to decline any trader if views to be selling items they deem to be unacceptable or offensive and will request any such items be removed from sale.
- The show will be open from 9.30am to 5pm. You may set your stands up from Saturday 6.30am to 8.30am. Admittance to the site outside these times should be via prior arrangement.
- Exhibition 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 draw-bars. Exhibitors must not arrange goods or signs that create an obstruction to other exhibitors or the free flow of visitors.
- Any space allotted which is not occupied by 8.30am on show day shall be considered not required and the Society has the right to re-allocate the space.
- A professional approach regarding product pricing, presentation and selling manner is required from all Exhibitors.

HEALTH & SAFETY

- Any exhibitor behaving in a threatening or intimidating manner towards showground staff, other traders or the general public will be asked to leave site and not allowed to trade with the Airedale Agricultural Show in the future.
- Equipment brought to the site by an Exhibitor is the sole responsibility of the Exhibitor and must meet all current regulations including PAT tested electrical goods. Non-compliance will provoke possible exclusion from the site.
- Trade stands, where the public can walk within the trade stand, must be kept tidy and safe and the operators must obey any advice given by the show organisers and their associates.
- All vehicles must be driven in an appropriate manner around the show ground. 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.
- Trade stand holders, contractors working or delivering on site for a trade stand must not obstruct entrances, exits, roads with unattended vehicles.
- There will be continuous night security patrols during the Friday before the show. However, it is the responsibility of exhibitors, or their agents, to safeguard their property. The Society does not accept any responsibility whatsoever for any losses.
- The show organisers accept no responsibility for any damage to vehicles or trade stands by the actions of others.
- Vehicle movement restrictions do not apply to emergency vehicles or vehicles displaying official badges.

CANCELLATIONS

- If an exhibitor withdraws from the show or cancels the space booked, all fees paid shall be forfeited whether the site is re-let or not.
- The Society will not be held responsible if, for any reason, the Show in any particular year or years is cancelled, or the period of its advertised duration curtailed. In this instance, the Society shall retain all fees.
- 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.

Airedale Agricultural Society Terms and Conditions
156a Queens Court, Main Street, Bingley, West Yorkshire, BD16 2HR
Tel: 01274 564400 email: secretary@bingleyshow.co.uk

AIREDALE AGRICULTURAL SOCIETY
Terms & Conditions for Traders @ Bingley Show

DEFINITIONS

1.1 In these terms and conditions (the Conditions) the following words and expressions are expressly defined and shall have the following meanings:
"Contract" means any contract between the Society and the Exhibitor for the provision of services incorporating these Conditions.
"Exhibitor" means the persons, company or organisation who has contracted for a stand or stands at the Show.
"Show" means the Bingley Show.
"Site" means the site described in the booking form overleaf.
"Society" means Airedale Agricultural Society.

GENERAL TERMS

2-1 These Conditions apply to any booking made by the Exhibitor with the Society for attendance at the Show.
2-2 These Conditions apply to the exclusion of all other terms and conditions (including any terms and conditions which the Exhibitor purports to apply).
2-3 Trade stands where referred to are uncovered ground areas of the Site.
2-4 Sites must be occupied by 8-45am on the day of the Show. There is no admittance after 9.00am. The Show is open to the public at 9.00am and closes at 5.30pm.
2-5 Only authorised trade stands approved within the catering concession are allowed to sell food and drink in the Show unless it is wrapped and sealed for consumption off Site.
2-6 Raffles, tombola's and the use of public address equipment are not permitted
2-7 All exhibits, stands and equipment are to be dismantled and removed as soon as possible after the Show, and no later than 24 hours after the close of the Show.

SPACE AND SET UP

3-1 Space for trade stands are offered in modules of 3-0m minimum to 6-0m frontage x 6-0m deep but may be extended by separate agreement. Exhibitors must apply and pay for sufficient space to contain all parts of the exhibit, inclusive of any vehicle, tow bars, canopies, or guy ropes, waste, or any other associated equipment, and it must be positioned in the numbered Site location in accordance with the Site plan and display the stand number on any vehicle windscreen prior to entry to the Site and for the duration of the Show.
3-2 The Site is available for set up from Thursday afternoon. It is the responsibility of the Exhibitor to ensure the security of the exhibits on the stand.
3-3 After the close of the Show all Exhibitors must ensure that their stand is cleared, all rubbish removed and that the Site is left in a clean and tidy state.
3-4 [If the Exhibitor, or their servants, agents or subcontractors should fail to remove all their property or otherwise fail to vacate the Site in accordance with the timetable issued by the Society, the Society will hold the Exhibitor fully responsible for any costs imposed by the venue owner as a result of the Exhibitor failing to vacate the premises by the agreed time.]

SUB LETTING

4. Exhibitors are not allowed to sub-let any part of the space allocated to them.

PAYMENT AND CANCELLATION

5-1 Payments for all stands must be paid in full at least four weeks before the Show date, at the rates shown overleaf.
5-2 No booking will be accepted unless it is accompanied by the appropriate payment.
5-3 The Society is entitled to cancel any booking not less than 24 hours before the date of the Show should the Society (in its sole discretion) deem it beneficial or expedient to do so (for whatever reason), provided that the Society shall refund to the Exhibitor within 7 days the deposit and any other part of the payment amount then paid by the Exhibitor. The Exhibitor accepts that in this respect every booking is purely provisional until the date and time 24 hours or less before the Show and the Exhibitor further agrees that in the event that his booking is cancelled pursuant to this clause the Society shall have no further liability whatsoever to the Exhibitor other than as regards repayment of the payment amount and deposit and without limitation to the foregoing the Society shall have no liability in those circumstances to the Exhibitor.
5-4 Cancellation of any booking by the Exhibitor must be made in writing. A full refund [(other than of the deposit, which shall be retained by the Society)] will be made if cancellation is more than three months before the date of the Show. No refund of any of the payment will be made if cancellation is made 28 days or less before the date of the Show.

INDEMNITY AND INSURANCE

6-1 Every Exhibitor hereby accepts liability for all acts or omissions of himself, his servants, contractors and agents and undertakes to indemnify the Society and keep it indemnified against all liability in respect thereof and against all actions, suits, proceedings, claims, demands, costs and expenses whatsoever which may be taken or made against the Society or incurred or become payable by it arising therefrom [including any claims arising out of the supply by the Exhibitor of samples of any kind whatsoever, whether such samples be sold or given away free] including without limitation any legal costs and expenses and any compensation costs and disbursements reasonably and properly paid by the Society.

6-2 The Society does not accept responsibility for any loss or damage from any cause whatever, in respect of any property brought to the Show Site by the Exhibitors or stand holders or their servants, agents, subcontractors or any other persons, and the Exhibitor or stand holder is required to indemnify the Society in respect of any such loss or damage to the exhibits or any other property brought to the Site whether it is their property or not. [Without limitation the Exhibitor shall indemnify the Society in respect of any liability in respect of any damage to the Site arising from use thereof by the Exhibitor, their servants or agents.]

6-3 Save as may be stated elsewhere in these Conditions, all warranties, conditions and other terms implied by statute or common law (save for the conditions implied by section 12 of the Sale of Goods Act 1979) are, to the fullest extent permitted by law, excluded from the Contract.

6-4 Nothing in these Conditions excludes or limits the liability of the Society:

6-4-1 for death or personal injury caused by the Society's negligence;
6-4-2 under section 2(3) of the Consumer Protection Act 1987;
6-4-3 for any matter which it would be illegal for the Society to exclude or attempt to exclude its liability; or
6-4-4 for fraud or fraudulent misrepresentation.

6-5 Without prejudice to the foregoing provisions of these Conditions:

6-5-1 the Society's total liability in contract, tort (including without limitation negligence or breach of statutory duty), misrepresentation, restitution or otherwise, arising in connection with the performance or contemplated performance of the Contract shall be limited to the payment amount as set out in the booking form; and
6-5-2 the Society shall not be liable to the Exhibitor for any economic loss, loss of profits, loss of business, loss of contracts, damage to property, depletion of goodwill or otherwise, in each case whether direct, indirect or consequential, or any claims for consequential compensation whatsoever (howsoever caused) which arise out of or in connection with the Contract.

HEALTH & SAFETY

7-1 All Exhibitors and their employees/agents attending the Show or managing Exhibits within the show ground must comply with the current Health and Safety at Work Regulations and Society Risk Assessments as set out in the Society's Health & Safety Guidance Notes, a copy of which is available prior to the Show and retained for inspection at the Show Secretary's office on the day of the Show [and a copy of which is attached].
7-2 All vehicles must be immobilised whilst on Site, inclusive of providing chocks to at least two wheels if parked on an incline.
7-3 All vehicles are to be driven on Site with extreme care at no more than 3mph along the designated route only, without hindrance or obstruction to others, and avoiding ground disturbance where possible.
7-4 It is a condition that all Exhibitors provide suitable fire-fighting equipment, checked and certified to be in good working order and that Exhibitors and their staff/agents are trained in its use.

RIGHT TO REFUSE ENTRY

8-1 The Society reserves the right, at its absolute discretion to:
8-1-1 refuse any Trade Stand application without explanation,
8-1-2 refuse admission of any person to the Show,
8-1-3 evict any person who does not comply with the conditions laid down by the Society, or causes any kind of disorder whatsoever without compensation.

POWER AND WATER

9-1 Exhibitors are required to provide their own electric installation strictly in accordance with current Electricity Regulations and Codes of Practice, inclusive of temporary earthing rods, and R.C.D. current breakers.
9-2 Generators are to be silent running specification to circa 76db and placed to the rear of the trade stand without hindrance of noise, or pollution to others.
9-3 Water is available on Site at various locations.

FORCE MAJEURE

10-1 The Society reserves the right to cancel the Show without notice explanation or compensation if ground conditions are considered to be inappropriate to allow the safe entry and exit to vehicles and also to the detriment of public safety.
10-2 Where vehicles are on Site and the weather deteriorates so as to impede exit from the Site, assistance will be available if requested subject to the driver of the vehicle attaching any towing equipment at a position of their choice and acknowledgment that the Society and its management will not accept liability for any damage how so ever caused by assisting with the towing out of the vehicle.

The Exhibitor signs overleaf to confirm that he has read, understood and agrees to the above Conditions, and to agree that the Conditions will be incorporated into the Contract to the exclusion of any other terms and conditions save as clearly stated on the booking form. By signing below, the Exhibitor further confirms that these Conditions shall likewise govern any future booking made by him with the Society save as clearly stated on the booking form for that future booking.