



# DRIFFIELD SHOW

WEDNESDAY 21<sup>ST</sup> JULY 2010

## Application for TRADESTAND Exhibition Space

Closing Date for Entries : 28<sup>th</sup> February 2010

Company Name			
Address			
Contact Name			
Telephone No		Mobile No	
Fax No		Charity No	
Email			
Web Address			

<b>TRADE STAND</b>			Frontage Required	Depth Requested
Agricultural Trade Stand	£22	Per metre frontage		
Agricultural Related Industries	£28	Per metre frontage		
Non-Agricultural & Retail	£38	Per metre frontage		
<b>COVERED SPACE</b>			No of Bays required	
Agricultural Trade Stand	£159	Bay = 3m frontage x 6m depth		
Agricultural Related Industries	£212	Bay = 3m frontage x 6m depth		
Non-Agricultural & Retail	£265	Bay = 3m frontage x 6m depth		
<b>MARQUEE AREAS</b>			No of Bays required	
Enterprise Village	POA	Bay = 3m frontage x 5m depth		
Gift Hall	£56	Bay = 3m frontage x 3m depth		
Rural Craft	£56	Bay = 3m frontage x 3m depth		
<b>EXTRA REQUIREMENTS</b>			Please indicate the quantity required	
Chair Rental	£2.50		Exhibitor Tickets	£8
Table Rental (6 x 2 ft)	£6		Photograph of your stand 9x6" (see flyer)	£11.75
Your business or organization will be featured online, throughout the whole year, listing all your contact details and information at <a href="http://www.driffieldshow.co.uk">www.driffieldshow.co.uk</a> for the general public to see.				£30
				Please tick if NOT required

**Description of your business** (25 words maximum) this will be published in the Show Programme and on the Web Site.

N.B. The information you submit will be published on the web site, by providing this you are giving the Society permission to make use of your information on the web site and in their publications. The information you have provided will be shared with the Society's supporting partners and may be used by them for marketing and promotion purposes. If you do not wish your information to be shared please tick this box.

- Please read the attached **Terms & Conditions** booklet
- Please complete the **Fire & General Risk Assessment Form** and return it with an up to date copy of your **Public Liability Insurance**.
- If you require power please complete and sign the **NTL Electricity form**.
- If you require fire extinguishers please complete and sign the **HE Woolley form**.
- Applications will only be considered with a completed Fire & General Risk Assessment Form and a copy of your Public Liability.
- **All new trade stands should be accompanied by a photograph and description of their trade/exhibit.**

To assist us please tick the relevant category your business falls into

Agricultural		Education		Leisure	
Agricultural Allied		Food & Drink		Literature, Information & Publications	
Agricultural Machinery		Fuel & Energy		Livestock	
Business & Finance		Garden & Horticulture		Pet Supplies	
Charities & Associations		Giftware		Property & Advisory	
Clothing & Country wear		Healthcare		Toys & Games	
Conservation		Homeware		Vehicles	
Crafts					

I hereby apply for exhibition space as stated above and agree to abide by the showground Terms and Conditions, of which I have read.

Signed

Date

This form must be completed and returned to: - *The Trade Stand Secretary,*  
*Driffield Agricultural Society, The Showground, Kelleythorpe, Driffield, East Yorkshire, YO25 9DN.*



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## Trade Stand Fire & General Risk Assessment

Record of Significant Findings

Risk Assessment for:	Risk Assessment undertaken by:
Company Name: _____	Name: _____
Address: _____ _____ _____	Signature: _____
Stand Number: _____	Contact No: _____
	Date: _____

Type of Stand/Area/Facilities Assessed	Activity Undertaken/Use

### STEP 1 – Identify fire and other hazards on your stand or area that may pose a risk

Consider the risks from working at height during erection and dismantling of your stand to both employees and the public.

STEP 2 – Who are the people visiting or working on your stand who may be at risk

STEP 3 – Please indicate what steps you have taken to ensure that the risks identified have been removed or minimised and are adequately controlled

Level of risk  High  Medium  Low

Additional Controls (Any further precautions you have put in place)

Any additional information you feel may be relevant

A 'No Smoking' policy must be adhered to in all marquees.

Every stand must be equipped with fire fighting facilities.

(Terms & Conditions, pt 25)

Name of the "Responsible Person" for your Trade Stand or area during the Show:

\_\_\_\_\_ Contact No. on the Day \_\_\_\_\_

Please attach a copy of your **PUBLIC LIABILITY INSURANCE**