

THE FIFE AGRICULTURAL ASSOCIATION LTD

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THE FIFE SHOW - SATURDAY 23 MAY 2009 KINLOSS, CUPAR

Implement and Traders Section - Rules and Conditions of Acceptance 2009

PLEASE NOTE – STAND SPACE FOR CATERING UNITS IS NOT AVAILABLE

Closing date for applications

Applications for Trade Stand space will only be considered if made on the official form, accompanied by a remittance for all charges, and received by the Secretary by **10 April 2009**.

No guarantee can be given that every application received will be awarded a site and, whilst every effort will be made to meet special requests, the Association reserves the right to refuse or amend any application. In the event of amendment resulting in reduction of the space allocated to the applicant, a pro rata refund of monies paid to the Association will be made. The Association will not be responsible for any other loss of whatever nature, which may be occasioned by such refusal or amendment.

Note that priority will be given to Main Sponsors in allocating stances around the Main Ring.

Only "silenced" generators will be permitted.

All exhibitors must provide their own fire extinguisher.

The Trading Standards officers will again be present.

Electricity and water supplies will **not** be provided.

For health and safety reasons a double manned fully equipped Paramedic Ambulance will be in attendance from 8.00 am on Show Day. To help defray this additional expenditure a levy of £1 will be charged.

Stand fittings must be erected and all articles contained within the allotted space by 8.00 am on Show Day. Stands must not be dismantled until 5.00 pm on Show Day. The gates to the Show Field may be locked on Friday night, depending on weather conditions, to reduce unnecessary movement around the site.

All **vehicles** not comprising part of the stand or display must also be removed from the Show Field by 8 AM. The length and width of the vehicle must not exceed the boundary of your stand.

If a **marquee** is to be erected, the applicant must ensure that the space reserved is sufficient to contain guy ropes etc within its boundaries.

All fittings and articles must be removed and the space completely cleared by 5.00 pm on Monday 25 May 2009. The **removal of litter** is the responsibility of the exhibitor and failure to observe this condition may result in the refusal of future applications.

Trade Stands are divided into the following categories:

1. **Charities and Non-Retail** (car dealers, banks, accountants, agricultural machinery etc).
2. **Retailers - General** (clothes, crafts, toys, saddlery, plants, entertainments etc).

Size of stands and charges

Charges for stands are dependent on type and size. See application form. Please state the exact dimensions of your stand to help us plan the show layout to best advantage. End of row stances are available at an additional charge of 15% over the standard fee. **Note that priority will be given to Main Sponsors in allocating stances around the Main Ring.**

Two free **admission tickets** and one free Trade Stand Vehicle Pass will be issued for each minimum reservation, with proportionate issue for larger reservations. Additional admission tickets may be **purchased** at a cost of £8 each. Any requirement for additional tickets must be stated on the application form with the correct payment included.

Trade Stand exhibitors may reserve **advertising space in the Main Ring.** Such advertisements, supplied by the exhibitor, having a maximum depth of 0.75m must be securely fixed to the barriers surrounding the Main Ring. A charge of £7.00 per metre length will be made for the display of these advertisements and requirements must be stated on the application form with the correct payment included. Sponsors of Main Ring events will be granted advertising space free of charge and will have preference as to the site of their advertisements. All other advertisements will be sited at the direction of the Show Field Convener whose decision in this matter will be final.

Facilities for towing Trade Stands from the showfield will only be available on 23 May until 6.00 pm - or, if after 6.00 pm, only by prior arrangement with the Secretary.

Any **complaint** or dispute regarding Trade Stand sites should be made to the Stand Convener at the Show Ground and his decision will be final.

Description of exhibits

Please provide a brief description of your stand, which will be printed free of charge in the Show Catalogue. Please contact the Secretary if you would like to take additional advertising in the catalogue.

Risk assessment

All applications must be accompanied by the attached RISK ASSESSMENT FORM. This should cover what risk there is to those setting up trade stands and to members of the public during the show. If in your opinion there is no risk, please print NO RISK and return the completed form.

Every exhibitor making application for Trade Stand space will be assumed to have read these rules and conditions and agree to be bound by them.

If you have any queries, please do not hesitate to get in touch.

Tel 01334 880 518

PLEASE NOTE CLOSING DATE

10 APRIL 2009

APPLICATIONS MUST BE ACCOMPANIED BY A
CHEQUE FOR THE APPROPRIATE FEE AND THE
COMPLETED RISK ASSESSMENT FORM