



# *Brocklesby Country Fair*

## *Sunday 24<sup>th</sup> June 2012*

### **Show Information**

We are pleased to offer you the chance to exhibit at the Brocklesby Country Fair. In line with previous years we are offering four categories of Exhibition stands so please indicate the appropriate category when booking a stand. The four categories are as follows:

1. **Shopping Emporium:** For Exhibitors offering gifts, pictures, clothing, home wares etc.
2. **Country Living Area:** For Exhibitors offering any product/service related to gardening, gardens and country living.
3. **Food Court:** For Exhibitors offering high quality and preferably local, organic or "farm reared" catering products to be chosen and eaten on site. Exhibitors in this area will also be able to sell produce for the visitors to take home.
4. **Arts and Crafts Marquee:** Covered space for Exhibitors demonstrating and/or offering both traditional and contemporary hand made crafts.

The Fair will be open from 9.00am-6.00pm. **Vehicle movement is not permitted within the site after 8.30am.** We therefore require all Exhibitors arriving on Sunday 24<sup>th</sup> June to set up between the hours of 6.00am – 8.30am. Alternatively Exhibitors may set up between the hours of 9.00am – 5.00pm on Saturday 23<sup>rd</sup> June. The Organisers of the Fair regret that admittance to the site outside these times, except by prior appointment, will be refused. All items left on site will be entirely at the risk of the Exhibitor.

A 10% deposit is payable by cheque at the time of booking and is non-refundable. The balance of the payment is to be paid in the form of a post-dated cheque dated the 11<sup>th</sup> May 2012. All cheques must be returned with the Booking Form.

To validate your booking, all completed risk assessment forms must be returned together with a copy of your valid Public Liability Insurance Certificate by 22<sup>nd</sup> April 2012. No tickets will be sent out until this paperwork is complete.

The closing date for applications is March 26<sup>th</sup> 2012. Pitches will be allocated on a first come first serve basis, at the discretion of the Organisers, with preference given to regular patrons of the Fair.

Pitches are laid out in a block pitch style, clearly marked out on the ground to the area of exhibition space requested. Each Exhibitor will be listed in the programme subject to entries being received before the closing date.

A professional approach regarding product pricing, presentation and selling manner is required from all Exhibitors.

Exhibitors must provide their own site equipment including a marquee/gazebo for protection from inclement weather. No electricity can be provided by the Organisers. Equipment brought to the site by an Exhibitor is the sole responsibility of the Exhibitor and must meet all current regulations. Non-compliance with this will provoke possible eviction from the site.

Any Exhibitors handling the sale of food items must be registered with their Local Authority for Food and Hygiene regulations as applicable and all Food Hygiene regulations must be complied with.

Tickets, passes and further details will normally be sent two weeks prior to the show.

## **P.T.O for Charges**



# 24<sup>th</sup> June 2012 Charges

N.B Pitch charges are exempt from VAT

## **Shopping Emporium & Country Living**

*(Outside pitches only)*

**Standard Pitch:** 6m frontage x 10m depth: **£130**

(To include exhibition/sales space on frontage only and any required on-site parking)

**Additional frontage: £60** per extra 3m frontage x 10m depth

**Corner Pitch:** 6m frontage x 10m side depth: **£175**

(To include exhibition/sales space on two sides and any required on-site parking)

**Additional frontage: £60** per extra 3m frontage x 10m side depth

**Complimentary Exhibitor passes will be allocated on the following basis:**

- 2 complimentary Exhibitor passes per standard/corner pitch.
- 1 complimentary Exhibitor pass for each additional 3m frontage booked.

## **For Arts and Craft Marquee only**

*(Covered pitches only)*

**Standard Pitch: £55** Approx. 10' frontage x 6'5 depth, to include 1 table (6'x2.5')  
(permitting exhibition/sales space on 6' frontage only)

**L-Shaped Perimeter Corner Pitch: £70** Approx. 12' frontage x 6'5 depth, to include 2 tables (2 x 6'x2.5')

(permitting exhibition/sales space on two frontages 6'+4' only)

**Central Corner Pitch: £75** Approx. 16.5' frontage x 6'5 depth, to include 2 tables (2 x 6'x2.5')  
(permitting exhibition/sales space on two frontages 6'+ 8.5')

**Complimentary Exhibitor passes will be allocated on the following basis:**

- 2 complimentary Exhibitor passes per Exhibition Area.

***Any additional Exhibitor passes required for the Shopping Emporium, Country Living and Food Court Areas and the Arts and Craft Marquee may be purchased at the discounted price of £7.***

**Please ensure that you have the correct amount of tickets when entering the site.**

**Additional charges will be made at the gate, by the Organisers, for any individual without a pass.**

**Please indicate your requirements on the Booking Form enclosed.**