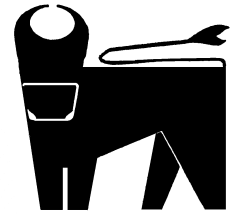


THE THAME & OXFORDSHIRE COUNTY
AGRICULTURAL ASSOCIATION

(Registered Charity No.1084349)



10% Discount
for payment received by
27th March 2015

Thame Show

Oxfordshire's County Show

The Showground, Kingsey Road, Thame, Oxon. OX9 3JL

Thursday 17th September 2015

NO APPLICATIONS WILL BE ACCEPTED AFTER 31st AUGUST 2015

TRADESTAND and SHOPPING & CRAFT MARQUEE

REGULATIONS/APPLICATION FORM & RISK ASSESSMENT

Remittances must be made payable to "Thame Show" and all communications addressed to:

The Show Secretary

Show Office, Thame Showground, Kingsey Road, Thame, Oxon. OX9 3JL

Tel. No. 01844 215444 e-mail. info@thameshow.co.uk

(Registered Office as above Company Limited by Guarantee No. 04102052 VAT Registration No. 194778208)

- 1) All applications must be made on the official application form. The committee reserves the right to refuse any application whatsoever at their sole discretion.
- 2) Applications must be fully completed and accompanied by the remittance, otherwise they will be rejected. **No provisional reservations or post-dated cheques will be entertained.**
- 3) Any exhibitor who cancels a booked site, for whatever reason, shall forfeit all fees paid and the Association shall reserve the right to re-let such sites.
- 4) No refunds will be given due to bad weather or ground conditions. The Association shall not be held liable in the event of cancellation.

Once application is received at this office, no fees will be refunded.

- 5) Due to the re-planning of the showground if you have a preference please indicate on the application form in which block you wish to be sited. Charity sites are limited and will only be considered if they are local to Thame or are nationally recognised organisations.
- 6) The Association reserves the right to change the showground layout without prior notice.
- 7) All Exhibitors are required to hold their own Public Liability Insurance Certificates. Fire Insurance Certificates if applicable and copies of these with the completed enclosed Health & Safety & Risk Assessment **MUST** be returned with the Trade Stand Application Form. Failure to do this could result in application being refused. Copies of this must also be displayed on your stand.

- 8) All exhibitors shall provide and have available on their stands fire appliances in the form of portable fire extinguishers. Exhibitors are advised in their own interest to ensure adequate safeguards against the risk of fire, using fire retardant materials where possible. All electrical appliances being used must have a current PAT Test Certificate.
- 9) Tickets and Passes: Exhibitors will be entitled to receive free tickets of admission for themselves and bona-fide assistants on their stands as follows: **2 WRISTBANDS for the first 4 Metres frontage and 1 wristband for EACH ADDITIONAL 2 Metres of frontage (to a max of 6). Shopping Marquee 2 passes per 3m x 3m pitch. Additional passes can be purchased at the concessionary price of £7.50 + VAT each.** The exhibitor will be held responsible for their use. In the case of transfer or other improper use of a ticket or pass it will immediately be cancelled and the full price charged.
- 10) Vehicles delivering supplies to stands, bona-fide florists requiring to deliver floral decorations, caterers and other vehicles delivering perishable commodities will not be permitted to enter the show ground between 8.00am and 6.00pm on the day of the show. **No trade stands will be admitted to the show ground after 8.00am. All vehicles must be adequately supervised when reversing. All vehicles must be removed from the showground and into their allocated car parks by 8.00am or retained entirely within the stand space allowed. Once this car park is full all vehicles will be directed to the public car parks.** All occupants of vehicles, including the driver, must be in possession of an admission ticket to the showground during the above times and the driver must be in possession of a vehicle pass. It is the responsibility of exhibitors to obtain passes for their employees, agents and contractors otherwise entry may be refused. Our Security Company have instructions to order any unauthorised vehicles out of the show ground.
- 11) Every endeavour will be made to have all trade stand sites marked out by the Monday preceding the show. Access to the showground may be made from then onwards. It may be necessary to close the showground at dusk on the days immediately preceding the show, in which case arrivals will be required to wait over night in the adjoining car park until the ground is opened. Guy ropes, props, supports, tow bars etc... must be contained within the reserved area. Trade stands not complying with this rule will be asked to leave the site. NO REFUNDS will be given. All Exhibits must be in the allotted space and on no account will stalls be allowed on other parts of the showground.
- 12) Overnight Camping is only allowed in the designated area.
- 13) Stands must be open to the public from 8.30am until 5.30pm on show day and all goods displayed must be clearly labelled and bear the selling price. Stallholders will not be permitted to leave the show site before 6:00pm
- 14) The use of Generators is allowed but the Generator must be silent running with clean emissions. All Generators must be fitted with safety guards and kept clear from public access. Generators are NOT allowed to be used in the Shopping Marquee
- 15) **If electricity is required please order with Moonlite Productions Ltd direct on the enclosed order form - and indicate on your Trade Stand or Shopping Marquee application.** The Association cannot be held liable for omission of services if direct application to the contractor has not been made.
- 16) **SALE of FOOD & DRINK: Sale of food & drink for consumption on the day is NOT permitted.**
- 17) No advertising announcements either by any official or the exhibitor over the showground's public address will be allowed.
- 18) The use of amplifying equipment, loudspeakers or any other broadcasting equipment, especially on "Road Shows", must be kept to a minimum so as not to cause annoyance. Anyone causing such an annoyance will be asked to switch off their equipment. The accosting of visitors and officials or other likely means of annoyance is strictly prohibited.
- 19) Auctions, Appeals, Competitions, Raffles etc. Any form of auctioneering mock or otherwise is strictly prohibited and anyone found auctioning will be closed down by the Association's officials. Organisations wishing to make appeals, collections or run competitions must obtain permission from the Association in writing, but will NOT be allowed to make collections outside the limits of their stand. Gambling and Games of Chance are not permitted.
- 20) Thame Show officials or our Security Company have the power to remove from the showground any property belonging to any exhibitor who shall infringe any of these regulations or who refuses to comply immediately with any instruction given by an official of the show. No refund will be given.

- 21) Any complaints must be in writing and addressed to the committee. These will be considered by the committee within 14 days of the show and can only be regarded for future policy and guidance.
- 22) Stallholders are individually responsible for the clearance of their site of refuse, litter, glass or other articles before departing from site. All holes or soil removed must be made good and left in a tidy condition. Any stallholder not complying with this regulation will be charged for costs incurred to rectify the damage will not have their application considered for future shows.
- 23) All trade stands will be judged on the day. The Attington Cup will be awarded to the best non-Agricultural stand and the Thame Show cup will be awarded to the best Agricultural stand.
- 24) Photography other than for private and personal use is not permitted unless an official photography permit has been obtained from the Secretary.
- 25) All dogs must be kept under strict control at all times and tethered or led on show day. Only Assistance Dogs will be permitted in the Food Hall.
- 26) The Association its officers, servants etc... shall not be held responsible for any accident, damage or loss howsoever caused, to any exhibitor or his servant or other person or persons, animal or article whilst entering or leaving or being carried into or from the showground. All persons shall indemnify and hold harmless the Association from and against all actions, suits, expenses or claims on account of or in respect to any damage caused or occasioned. Further the Association or its officers or servants will not be liable for any errors or mistakes that may happen for goods being delivered or exhibited, or for their safe custody whilst on the showground, or for the entry in the books of the Association.

**TO ADVERTISE IN THE SHOW GUIDE please contact
G.W. PUBLISHING (01749 880181)
sales@gwpublishing.co.uk**

Please make your application on this form and return with total remittance to: The Secretary, Show Office, Thame Showground, Kingsey Road, Thame, Oxon, OX9 3JL
 Tel. No: 01844 215444 e-mail. info@thameshow.co.uk
 www.thameshow.co.uk
 VAT Registration No. 194778208. Registered Charity No. 1084349.
 Company Limited by Guarantee No. 4102052 (Registered Office as above)

C.B. No.....
Block No.....
Stand No.....

THE THAME & OXFORDSHIRE COUNTY AGRICULTURAL ASSOCIATION

Thame Show – Thursday 17th September 2015

TRADE STAND Application Form

Name of Applicant.....

Company Name.....

Address.....

Post Code..... Tel No..... Mobile.....

e-mail Address:.....

Type of goods sold

Trade Stands		all prices + VAT								
width	4m	6m	8m	9m	10m	12m	14m	15m	18m	20m
6m depth	£140	£179	£235	£261	£287	£340	£392	£415	£485	£525
9m depth		£268	£353	£392	£431	£510	£588	£622	£728	£788
12m depth		£357	£470	£523	£574	£680	£784	£830	£970	£1,050

Passes	2	3	4	4	5	6	6	6	6	6
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Corner Sites	Corner sites will be allocated on a 1 st come basis at the discretion of the Association. Minimum frontage for a Corner Sites is 6metres.	<input type="checkbox"/>
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Discounts	10% early payment (payment must be received by 27 th March 2015) (Not applicable to Agricultural Trade and Charity exhibitors)
	70% for Agricultural Trade Companies (includes max 4 entry passes. Additional passes must be purchased at the concessionary rate - see below)
	25% for Registered Charities (limited sites available)

Concessionary Exhibitor Entrance Tickets	No Required:@£7.50 each + vat	£
Water Connection (VAT Exempt)	Water Connection Charge £80:00	£
Electricity Connection YES / NO	Please Contact Moonlite Productions Ltd	

I / We hereby remit £..... in payment of total fees and hereby certify that the above particulars are correct to the best of my/our knowledge & belief. I / We hereby agree to abide by all the rules and regulations of the Association.

Signed:.....

Date:.....

VAT @ 20%	£
Total Remittance	£

If you require a RECEIPT please enclose a SAE

Thame Show

SHOPPING & CRAFT MARQUEE Application Form

Thursday 17th September 2015

Please make your application on this form and return it with total remittance to: The Secretary, Show Office, Thame Showground, Kingsey Road, Thame, Oxon. OX9 3JL
 Tel: 01844 215444 e-mail: info@thameshow.co.uk
 www.thameshow.co.uk

For office use only

C.B. No:.....

Stand No:.....

Name of Applicant.....

Company Name.....

Goods Sold.....

Address.....

Post Code..... Tel No..... e-mail

	Cost	
	£	p
Standard Pitch (3 mtr Deep x 3 mtr Frontage) @ £45.00 per metre frontage Tables and chairs ARE NOT supplied	135	00
..... Additional Frontage - Increments of 1 Metre @ £45.00		
..... Additional Concessionary entrance tickets @ £7.50 each		
Please Tick Box if Electricity Required <input type="checkbox"/>		
To be booked with Moonlite Productions Ltd (on enclosed form)		
If you require a RECEIPT please enclose a SAE	VAT @ 20%	
	TOTAL	

I/We hereby remit £..... in payment of total fees and hereby certify that the above particulars are correct to the best of my/our knowledge and belief. I/We hereby agree to abide by all the Rules and Regulations of the Association.

Signed.....

Date.....

Thame Show

Oxfordshire's County Show

PLEASE RETURN THIS FORM WITH YOUR BOOKING (Trade Stands only)
CATALOGUE SLIP - TO BE COMPLETED FOR FREE CATALOGUE ENTRY

Your Business Name:

Your Business Address:

.....
.....

Post Code: **Tel No:**

e-mail:

FREE 30 word description of goods or services - ONLY ONE WORD PER BOX

PAYMENT:

No application will be accepted unless accompanied by the total remittance.

By Cheque:

Cheques made payable to Thame Show

By BACS to:

Bank: National Westminster Bank

Account Number: 69441006

Sort Code: 60-21-21

Account Name: The Thame & Oxfordshire County Agricultural Association

Or fill in Credit Card Details Below: CREDIT CARDS WILL NOT BE ACCEPTED ON SHOWDAY

Name of Card Holder *[Insert name as on card]*

.....
Address *[Insert cardholder address]*

.....
..... **Post Code:**

[Insert amount of payment] £

Card No:

Valid From: Expiry Date: Security Code: (on rear of card)

Issue No: (Switch only)

Signed: Dated: