

ESSEX DOG DAY

Crix | London Road | Hatfield Peverel | Essex | CM3 2EU



Trade / Exhibition Registration Form

Name

Company Name

Address

Post Code

Tel

Email

Mobile Number

Description of product / service

.....

.....

Sunday 25th August 2019 - Site Space

Please tick which area size you require. All pitches are 6m deep, each application is allocated two admission passes. Additional passes are chargeable at £5.00 each.

5m frontage x 6m depth £90 <input type="checkbox"/>	8m frontage x 6m depth £140 <input type="checkbox"/>	12m frontage x 6m depth £190 <input type="checkbox"/>	REQUIREMENTS Site Space Cost £..... Extra Admission Passes £..... Total enclosed £.....
---	--	---	--

PLEASE MAKE CHEQUES PAYABLE TO **ESSEX DOG DAY** (the fee is payable at the time of booking).
Please request bank details if you would prefer to make a bank transfer.

Cheque Enclosed:

Insurance Certificate Enclosed:

You must read the Terms and Conditions for the event on the following pages of this form.

NO ONE WILL BE PERMITTED TO OPERATE AT ESSEX DOG DAY WITHOUT A VALID INSURANCE. A copy is to be produced at the time of booking.

Please return your completed form to:
Essex Dog Day
C/o Simone Clarke
John Grose Group Limited
Ransomes Europark
Ipswich
Suffolk
IP3 9BE
Tel. No.: 07921 820290 / 01473 277658
Email: enquiries@essexdogday.com
www.essexdogday.org

Essex Community Foundation is an independent charitable trust established in 1996 as a registered charity and company limited by guarantee to support local charities.

Registered charity number 1052061

ESSEX DOG DAY

Crix | London Road | Hatfield Peverel | Essex | CM3 2EU



TRADE / EXHIBITION TERMS AND CONDITIONS FOR THE EVENT:

1. Essex Dog Day is open to the public on Sunday 25th August 2019 from 10.00am until 5.00pm.
2. All trade/exhibition units must register their stall and set up on Sunday 25th August 2019 between 7.30am and 9.00am. Late arrivals may be refused entry with no refund.
3. The organisers carry Public Liability Insurance in respect of their own activities but all trade/exhibition units are responsible for theft or damage to their own units/goods.
4. All trade/exhibition units must have their own Public and Product Liability Insurance. At the time of booking a valid insurance certificate must be included with the application form for approval by the organisers. No person or organisation will be permitted to trade or operate at Essex Dog Day without valid insurance.
5. All trade/exhibition units and people working with or for them, participate in the event at their own risk and the trade/exhibition unit indemnifies the organisers against any loss of damage that any of them may suffer.
6. All trade/exhibition units will ensure that their unit is manned by trained personnel for the duration of the event.
7. Trade/exhibition units are permitted to park their vehicles on their pitch providing it **does not exceed** the area they have booked.
8. Cover is not provided (gazebos or marquee) with any pitches.
9. When booking pitches please remember to include for all guy ropes to marquees and tow bars etc. to ensure they fit on the allocated space.
10. Electricity will not be supplied; please supply your own generator should you require electricity.
11. Vehicle movement is not permitted between 10am and 5.00pm apart from service vehicles. Trade/exhibition units are not permitted to move vehicles or granted access to the exhibition area until 5.00pm.
12. No trade/exhibition unit to be dismantled before the end of trading at 5.00pm on Sunday 25th August 2019.
13. Stall holders are asked to keep their surrounding area as clean as possible throughout the time of the Essex Dog Day and to dispose of rubbish in the designated refuse areas. **Stall holders that fail to dispose of or remove all their rubbish will be charged £50.**
14. All trade/exhibition units to inform the Essex Dog Day Committee of the range of products to be sold to monitor clashes with other stalls.
15. Trade/exhibition units are **NOT** permitted to sell food or drink products for consumption on the day e.g. sandwiches.
16. We regret refunds will not be given for bookings cancelled by stall holders.
17. If banner space is booked with this application, you will be required to supply the banner before the event opens in order for it to be displayed correctly.
18. By applying for a site space stand you are agreeing to the above terms and conditions.

Please return your completed form to:

Essex Dog Day

C/o Simone Clarke
John Grose Group Limited
Ransomes Europark
Ipswich
Suffolk
IP3 9BE

Tel. No.: 07921 820290 / 01473 277658

Email: enquiries@essexdogday.com

www.essexdogday.org

Essex Community Foundation is an independent charitable trust established in 1996 as a registered charity and company limited by guarantee to support local charities.

Registered charity number 1052061