

# CHATSWORTH COUNTRY FAIR 2023

1–3 September • Fine Food Village Application Form



*Please complete this section clearly and fully*

## 1 COMPANY DETAILS

TRADE STAND Name

Address 1

Address 2

Address 3

Postcode

Tel

Mobile

Email

Website

Contact name

We will be using the TRADE STAND name and Web Address in the Programme and on our Website unless otherwise instructed.

Full details of what you will be selling/exhibiting:

Catalogue entry (max 10 words):

## 2 LOCAL AUTHORITY

Exhibitors are reminded that they must comply with the Food Safety Act and provide food hygiene star ratings and food inspection reports, if applicable.

Your Reg authority:

Contact tel no:

## 3 COVERED SHEDDING

We offer 3m x 3m modular tents. Covered shedding sections are available as follows:

1 (3m)

2 (6m)

3 (9m)

4 (12m)

5 (15m)

### Cost

£350.00 + VAT per 3m section paid in full by 01 Feb 2023

£375.00 + VAT per 3m section paid in full by 1 July 2023

## 4 FLOORING & NAMEBOARDS FOR COVERED SHEDDING

### Cost

£45.00 + VAT per 3m section for plastic flooring

£45.00 + VAT for nameboards      Black   Blue   Red   Green

Text max 50 characters on 2 lines:

## 5 FURNITURE

Tables and chairs are available.

### Cost

£15.00 + VAT per table

1 2 3 4 5 6 7 8

£10.00 + VAT per chair

1 2 3 4 5 6 7 8

## 6 OPEN SPACE

A limited amount of space is available with a depth of 3m which must **not** be overstepped, so remember to allow for guy ropes, tow hitches etc.

Open space is available as follows:

3 6 9 12 15 18 metres

### Cost

£100.00 + VAT per metre paid in full by 1 Feb 2023

£120.00 + VAT per metre paid in full by 1 July 2023

## 7 SPECIAL REQUESTS – please write in red

## 8 YOUR VEHICLES etc

Please specify what vehicles etc will be on your stand space during the Country Fair, especially vehicles over 7 tonnes:

If you require space in the Trade Stand Overflow Car Park (free of charge) you must book in advance. Please specify here:

## 9 YOUR STAND

Please tell us exactly what your stand will consist of - marquee size/trailer, layout etc:

If you are employing a marquee contractor, they must be members of MUTA: see [www.muta.org.uk/](http://www.muta.org.uk/) or ring us for advice. You must give us the name and email address of your contractor:

Company:

Contact:

Email:

## 10 PUBLICITY MATERIAL - can you help promote the event?

How would you like? Leaflets ..... Car stickers .....

***Please contact us for details of sponsorship and advertising opportunities.***

## 11 PRIZES

Throughout the showground there are various competitions over the three days; our traders have always been generous and we would be grateful if you could donate a prize or voucher for one of them.

We would be willing to give prizes to the value of £ .....

We would like our prizes to be for the following event: .....

(Family Fun Dog Show, Farriery, Fishing, Gundog Scurry, Gundog Test, Sheepdogs)

**12 PASSES** - Trade stands will receive one Trade Stand vehicle pass and two tickets per 3m. Space behind your stand is limited; no extra vehicle passes will be issued. If you need extra space, please complete Section 8. Extra tickets can be purchased online: [www.chatsworth.org/countryfair](http://www.chatsworth.org/countryfair)

## 13 ELECTRICITY

Please order this on the attached order form and note that booking and payment must be made directly with SPC Event Electrics. *See separate electricity form.*

## 14 PAYMENT

Item	Requirement	Cost	Sub total	VAT	Total
			£	£	£
Open space	metres	@ £100.00 per m			
Open space		@ £120.00 per m			
Covered shedding	x 3m section	@ £350.00 per 3m			
Covered shedding	x 3m section	@ £375.00 per 3m			
Plastic flooring	x 3m section	@ £45.00 per 3m			
Nameboard		@ £45.00 each			
Tables		@ £15.00 each			
Chairs		@ £10.00 each			
<b>TOTAL</b>					

**If not paying in full now, a deposit of £160 (inc VAT) MUST be returned with this form.**

Please delete as appropriate

- The total amount is being paid in full by enclosed cheque/BACS
- A deposit of £160 is being paid by enclosed cheque/BACS
- A deposit of £160 is being paid by enclosed cheque/BACS, plus a cheque post-dated to 1 July

If payment is not received by the due date, passes will not be issued and space may be re-allocated. See terms and conditions for cancellation. No guarantee that space is available can be made if your form, with payment in full, or deposit plus post-dated cheque, is not received by 1 February 2023.

Cheques should be made payable to Chatsworth Country Fair

BACS payments should be made to CHEL, sort code 16-12-24, account number 10855737 -

**Ref: CCF – your trading name**

## 15 HEALTH & SAFETY

Please read carefully the Health and Safety sections of the Trade Stand Regulations and ensure the correct documents are returned with your booking form.

Do you intend to sell knives or shotguns? Yes / No

***(NB It is prohibited to sell ball bearing guns, replica or imitation firearms, swords, martial arts weapons or crossbows)***

## FINALLY

**Fine Food village exhibitors are not allowed a presence anywhere else on the showground, nor are they allowed to sell food or drink for consumption on the showground without a concession contract from the organisers.**

I confirm that we have read and accept the Trade Stand Regulations and have attached all the relevant supporting documentation

Name (please print): ..... Date: .....

Signature: .....

**Chatsworth Country Fair, Unit 1, Bayfield Brecks, Walls Lane, Bayfield, Holt, Norfolk, NR25 7DZ**

**Tel: 01263 713066 • [countryfair@chatsworth.org](mailto:countryfair@chatsworth.org) • [www.chatsworth.org/countryfair](http://www.chatsworth.org/countryfair)**