

Stallholder and Trade Booking Form

The Classic Car Show at Culford 18th July 2021

Please complete both pages of this booking form and send it along with your payment to:

Alan Chadwick, Bury Abbey Rotary Club, The Old Cottage, The Street, Pakenham, IP31 2JU

Cheques made payable to "Bury Abbey Rotary Club"

Receipts will be sent out by e mail, if you require a postal receipt please send an SAE.

Terms and Conditions and General Information

Please reserve the following stall pitches

note the first dimension is the pitch frontage or width, all pitches are deep enough to accommodate 1 vehicle

Stall Type	Size (w x d)	Price	Number Req'd	Total Payable
Catering	8m x 10m	£75		
Non-Catering	8m x 10m	£35		

Please note: The above charges are for pitch area only. Stallholders are responsible for supplying any stalls, stands, tables, chairs, covers etc for their own stall. All fees are non-refundable. There is no electricity available at the site, access to a drinking water tap will be available to top up portable containers, (no hose supply.)

All fields must be completed for your order to be processed

Food Suppliers Only:

Please provide evidence of current Food Hygiene certification with your application.

Will you be bringing your own generator? Yes No

Will you be using gas bottles? Yes No

If yes, please tick here to confirm your gas appliances and generators have been examined, tested, deemed safe and recorded as such by a competent person. An authorised member of the organisers may inspect stallholders compliance with health and safety requirements including inspection of gas and electrical equipment being used on site

All Stallholders:

I enclose details of my Public Liability Insurance

Please provide evidence of your public liability insurance in the form of a policy schedule. The policy must cover the event activities and be valid during the dates of the event If you have any queries regarding your insurance please contact your insurance provider.

Name of Insurer:	Indemnity Limit:
Policy Number:	Expiry Date:

Risk Assessment - please provide your risk assessment – as a copy attached

Your Details

Name of Business:
Type of Stall:*

*please be specific so that we can avoid similar trade stalls being placed together

Name:	
Street Address:	
Town:	Postcode
Tel:	Mobile:
Email:	

Terms of the Booking

1. The Classic Car Show is a volunteer led event organised by Bury St Edmunds Abbey Rotary Club and is held at the Culford School. The show is open to the public between 10h00 and 15h30
2. The Grounds will be open from 07h30. All stallholders are requested to arrive at the site by 09h00. In the interest of public safety stallholders will be unable to move their vehicles until the close of the show at 1530pm. At all times stallholders must follow the instructions of the official Marshals on site.
3. Please ensure you keep all stalls/vehicles/tables/chairs/awnings/rubbish bins within the parameters of your pitch.
4. All caterers and food and ice cream vendors to provide rubbish bins and to take away any rubbish.
5. No subletting or sharing of any pitches are permitted.
6. A first aid post will be located at the site.
7. All electrical equipment used on the site must comply with health & safety regulations and have a current, in date portable appliance certificate (PAT).
8. All stallholders with inflammable materials must provide fire extinguishers bearing current proof test of a type approved by the local fire authority.
9. All stallholders shall comply with health and safety policy and appropriate guidance.
10. All enquiries in advance of the show day should be directed via the links on our website www.theclassiccarshow.org.uk
11. Please note location requests are solely at the discretion of the organisers due to restrictions of the site but will be accommodated where possible.
12. Cancellation of a confirmed pitch for any reason must be notified by email via the website as in 10.
13. Any cancellations received up to 30th June 2021 will be entitled to a full refund less a 10% admin fee.
14. Any cancellations received after 30th June will not be entitled to a refund.
15. All stallholders and their staff agree to follow Government Guidelines relating to COVID-19 as in force at the date of the event

Bury St Edmunds Abbey Rotary Club reserve the right to postpone or cancel the show if the event site becomes unfit or unavailable or if it becomes impossible or impractical to hold the event for reasons beyond their control, including government-imposed restrictions owing to Covid 19. In these circumstances the Bury Abbey Rotary Club will offer all stallholders a full refund. Should the show be cancelled during the event, no refunds will apply. The Bury St Edmunds Abbey Rotary Club will not be liable for any other costs or losses incurred by the stallholders.

Your participation in this event is at your own risk, Bury St Edmunds Abbey Rotary Club, or Culford School shall not be liable for any direct or indirect loss or damage howsoever caused to you, others with you, or to your personal property in connection with this event other than for death or personal injury caused by Bury St Edmunds Abbey Rotary Club's negligence. You hereby confirm that you have current public liability insurance for a minimum cover level of £1m increasing to £5m if providing food or drink in respect to your activities during the event and have inserted your insurance details overleaf. In the event of any defect in the insurance referred to overleaf, I undertake to indemnify The Bury St Edmunds Abbey Rotary Club in respect of any loss that would have been covered had the insurance not been defective. You must complete all the fields listed for your application to be processed.

Data Protection

Bury Abbey Rotary would like to keep you informed about future events in which you may like to be involved. We would like to keep you up to date electronically. Tick either the Yes or No boxes for each of the options below to let us know how you'd like us to keep you informed. You can

Contact Preferences	Yes	No
Happy to be contacted by Email		
Happy to be contacted by Text		

Please note if you tick no to all these options you will only be contacted about this event. You may change your contact preferences at any time

Signature of stallholder _____ Date _____