

Rules & Regulations

- 1. Adhesive Stickers:** Exhibitors will not be permitted to use adhesive stickers as advertising aids to give to members of the public.
- 2. Allotment of space:** Space will be allocated according to priority of application for space and no space shall be deemed let until the Exhibitor shall have received notice of allocation. All space will have to be let understanding that, should the show be postponed or abandoned owing to the circumstances outside the Society's control, the Society will not be responsible for loss incurred by reason of such postponement or abandonment.
- 3. Amendment:** The Society reserves to itself the sole and absolute right to add to, alter, or expunge any of these regulations and any alteration of such regulations shall take effect immediately upon being displayed in the Society's offices. The decision of the Council of the Society shall be final on all questions which may arise between the Society and Exhibitors in regard to the interpretation or meaning of these regulations. The Society also reserves to itself the sole and absolute right to relax such conditions as it may deem necessary.
- 4. Applications for space:** All applications for space must be made on the official form provided for the purpose, and payment for such space must be made in accordance with the specified scale of charges, and must accompany each application. All applications for space must be accompanied by a completed risk assessment form.
- 5. Balloons** – Exhibitors are not permitted to give out or sell balloons, as these are a hazard to livestock at the Show.
- 6. Banners:** Exhibitors are asked to note that it is not permitted to erect banners or other publicity material on the balcony rail, on staircases or on any other area outside their allotted stand.
- 7. Cancellation/Withdrawal of Space** – Where an exhibitor withdraws from the show or cancels the space reserved for any reason, all fees paid shall be forfeited.
- 8. Canvassing:** Firms or individuals will not be permitted to solicit orders, or to use the Halls in any way for business purposes unless such firms or individuals are represented in the Halls as standholders. Offenders in this direction will be summarily ejected from the Society's premises after due warning and will render themselves liable to legal proceedings.
- 9. Cheap Wares/Second Hand Goods:** Articles classified as "cheap wares" will not be accepted for exhibition and under no circumstances may second hand goods or equipment be exhibited. This rule will be strictly enforced and all applications for space must be made on this understanding.
- 10. Cleaning of Stands and Gangways:** Exhibitors must have their Stands, and the sections of the gangway immediately adjoining them, swept clean before 9.00 a.m. on the morning of the Show.
- 11. Close of Entries:** Entries for space will close on 1 October 2007 after which date unpaid stands will be relet.

- 12. Competitions:** No exhibitor shall conduct a competition, or offer prizes or awards, unless application shall have been made to, and written permission obtained from, the Society.
- 13. Consignment of Goods:** Exhibitors are hereby notified that their goods must not be consigned to the Society or any of its officers, as the Society will neither receive them nor be responsible for any freight, carriage, or delivery charges in connection with them.
- 14. Contractors:** Exhibitors employing Contractors for the erection or servicing of stands will be responsible for such Contractors observing these Rules and Regulations and the Society reserves the right to exclude at any time any Contractor from the Society's premises without notice and without giving any reason for such exclusion.
- 15. Damage to stands:** Exhibitors will not be permitted to drive any nails, hold-fasts, screws, or anything of like nature, into any part of the structures, and each Exhibitor shall make good, at his own expense, all damage caused by him or his employees in such walls, stands, floor, or structures.
- 16. Decoration and Building of Stands:** All materials used in the construction of Stands, must either be non-combustible or painted with a fire retardant paint to satisfy the requirements of British Standard Specification 476, Part 7, Clause 1 (low) Flame Spread.
- 17. Delivery of goods:** All caravans, mobile units and large machinery must be delivered to the halls by Tuesday 11th December 2007 and all other goods must be in position by 3pm on Wednesday 12th December 2007. All animals being exhibited on trade stands must be in position between 4pm and 5pm on 13th December and must remain on the stand until the Fair closes the following day.
- 18. Empty Cases:** The Society does not provide storage places for empty cases.
- 19. Exhibitors Wristbands:** Exhibitors admission wristbands will be allocated free of charge as follows: 1 – 9sqm = 4, 10 – 18sqm = 6, 19 - 27sqm = 8 28sqm + = 10 . Extra wristbands may be purchased at £5 each and should only be issued to bona fide assistants engaged at the Exhibitors' stands.
- 20. Food and Drink:** Foodstuffs, soft drinks and alcoholic drinks may not be distributed or sold to the public except through the Society's official franchise holder. An exception to this regulation has been introduced to enable Exhibitors to provide free tea, coffee and biscuits to patrons.
- 21. Height of Stands and Frontage Lines:** The rear walls of all stands except from where stated otherwise, will be 2.5m from floor level. No Exhibitor will be permitted in any circumstances, to erect, fix or attach any sign, decoration or fixture of any kind which would rise to a height of more than 3.6m from the floor level of the hall. Exhibitors must also conform to the frontage lines of the stands. All applications for special stands must be made to the Society at least four weeks prior to the opening of the Show.
- 22. Hours of the show:** The Show will be open between 9.00 a.m. and 5.00 p.m.
- 23. Indemnity:** Each Exhibitor shall indemnify and hold the Society indemnified against any action suit or claim which may arise out of any damage or injuries which may be

occasioned during the Show to any visitor, or other person, there and then employed by the Society, by any machines, implement, or article exhibited, and the Exhibitor of such machine, implement, or article shall be responsible for such damage or injury.

- 24. Insurance:** All Exhibitors will be expected to affect their own insurance against fire and loss.
- 25. Laser Pens:** Laser pens are banned from the Halls/Showgrounds and anyone found using one of these will be removed from the premises and be liable to prosecution.
- 26. Literature:** Only such literature as shall relate to an Exhibitor's own product shall be allowed to be distributed or exhibited at its own Stand. No literature of any description shall be distributed in the Halls or Showgrounds other than from the Exhibitors' own trade stand.
- 27. Livestock:** Exhibitors are not permitted to exhibit livestock on trade stands except with the permission of the Society in writing. Cattle exhibited on trade stands will not be eligible for entry in the Show Classes.
- 28. Name boards:** The Society provides name boards for each trade stand, however it is permissible for companies to use their own name boards as long as they comply with both Society Fire and Safety Regulations and do not protrude above or below the fascia board and must be approved by the Society in advance.
- 29. Non-occupancy of Stands:** In the event of any Exhibitor failing to occupy space by 3pm on Wednesday 12th December 2007 or if such exhibitor shall commit any breach of these Regulations, or of his contract for space, the Society, at its discretion, may fill up, or let, such space and the Exhibitor shall be liable and shall forfeit the full rent of such space.
- 30. Objectionable Conduct and Noise:** The sale of goods by auction is forbidden, as also is shouting or other behaviour likely to cause annoyance to other Exhibitors and visitors. Any infringement of this rule will render the offenders liable to be ordered out of the Society's premises and to have their goods confiscated by the Society. The Council reserves to itself the right to stop any noise calculated to cause annoyance to other Exhibitors.
- 31. Objectionable Exhibits:** The society reserves the right to refuse or to order the removal of any part of any exhibit which they may deem unsuitable or objectionable, without assigning any reason for such a refusal or order.
- 32. Opening of Stands:** All Stands must be open for display purposes at 9.00 a.m. and must remain opened and manned until the official closing of the Show. Where any exhibitor fails for any reason to be ready for the opening of the show, the Society retains the right at its sole discretion to limit or refuse access to the Show.
- 33. Performing Right Society and Use of Audio Equipment:** Charges to cover the public performances of copy right music at the Show by Exhibitors is payable in advance at a rate determined by the PRS. An application form may be obtained from the Copyright House, 20-33 Berners Street, London W1T 3AB (Tel 020 75805544) www.mcps.prs-alliance.co.uk. The use of radios and other sound reproduction devices is strictly controlled and if the noise level is deemed to be objectionable the Exhibitor will be prohibited from using such devices.

- 34. Petrol, Oil, LPG etc.:** Exhibitors will not be permitted to store petrol, inflammable oils or LPG of any description in the Halls, and in no circumstances will the society allow such petrol, inflammable oils or LPG, or naked lights or lamps to be used or bought into the Halls or any part thereof, without permission in writing, and all such petrol, oil, LPG, lights or lamps may be seized by the Society where permission has not been granted for their use, and Exhibitors or their representatives using such shall be liable for any damage caused.
- 35. Posting of Notice:** Notices must not be posted on or otherwise affixed to any part of the Exhibition Hall structures.
- 36. Rejection of Applications:** The council of the Society reserves the right to reject any application for space and return the fee, or to deal with such applications as may be deemed advisable.
- 37. Removal of Exhibits:** All exhibits must be removed from the Showgrounds by 3 p.m. on Friday 14th December 2007.
- 38. Responsibility for Protection:** The Society will take such precautions as it may consider necessary for the protection of all articles exhibited, but will not, at any time, be responsible for the loss of, damage to, or safety of, any exhibit, empty case, tools, or other person, in any circumstance whatever.
- 39. Running Machinery:** Oil engines, gas engines, or other engines, the running of which would cause objectionable fumes, or generate heat, will not be acceptable for exhibition in the Halls. All machinery in motion must be provided with wire guards, at Exhibitor's expense and must conform to all safety legislation.
- 40. Signs:** Exhibitors are not permitted to place signs at the rear or side of their stand where the signage overlooks other Exhibitors' stands so giving rise to confusion of identity.
- 41. Sound Recording:** Charges to cover background music on individual stands are payable in advance by exhibitors at a rate determined by the Phonographic Performance Ltd. An Application form may be obtained from PPL, 1 Upper James Street, London L1F 9DE Tel: 020 75341000 www.ppluk.com
- 42. Staff:** Exhibitors must provide, at their own expense, adequate staff to receive, unpack, place in position, keep in order, re-pack and remove their exhibits.
- 43. Sub-letting:** It shall be a condition of the letting that no Exhibitor will be permitted to sublet the whole, or any portion, of a Stand or Stands allotted to him, nor to permit the space to be utilised by anyone else without the consent of the Society in writing.