

Border Counties Vintage Club limited.

STEAM & VINTAGE SHOW, VAUXHALL FIELDS, MONMOUTH.

SAT 5th MAY & SUN 6th MAY 2012.

SAT NAV USER NP25 5BA.



Dear Trader,

We would like to invite you to tender for this year's event.

If you wish to participate, please complete and sign the entry form below, returning it to the named section steward.

Please enclose a STAMPED ADDRESSED ENVELOPE, (NO STAMPED ENVELOPE, NO PASS)

Cheques payable to: **Border Counties Vintage Club Limited.** (Guarantee card number on reverse)

Charges £4.00 per foot frontage (min frontage 15ft). All pitches are 30ft deep.

STEWARDS

TRADE

Mrs ANNE-MARIE BURKE, GARDEN COTTAGE, FLAXLEY, Nr NEWNHAM-ON-SEVEN, GLOS GL14 1JR

TEL:-07895 052454 (6pm-10pm Only)

Email :- bcvc@rocketmail.com

Weekends anytime

CONDITIONS OF ENTRY

1. Payment guarantees the pitch, but only until 10am. No refund of fee after 1st March.
As space is limited, any pitches remaining on the day after 10am will be allocated on first come first served basis.
Please call if you are unable to attend. Traders are expected to remove their own refuse; those that do not will be refused entry to future events.
2. ALL CATERERS / TRADERS are expected to have their own public liability insurance of at least £2,000,000. Any framework or stalls erected and any tables and chairs used should be of sound construction, and are displayed and used at the trader's own risk. Any wares are displayed at the trader's own risk, they should be displayed in a manner as not to endanger the general public. To conform to BCVC Ltd code of good practice, available on request.
3. Entry is at the section steward's discretion, and may be revoked at any time without reason. The entry shall be invalid unless signed and dated by the applicant.

! Please retain this section for your information!



Name.....

AddressPOSTCODE.....

Telephone

Frontage required (To inc. drawbar or guide ropes. Minimum 15ft).....

Brief description of wares Payment enclosed £

Day of arrival Insurance policy No / Company.....

I wish to attend Sat, Sun or Both days **Please delete.** Camping reqd? Yes or No **Please delete.**

Declaration

I hereby certify that my entry will be covered by public liability insurance, and that my property is exhibited at my own risk. I have read and understood the conditions of entry.

For administration purposes (principally to automate the production of labels) membership/exhibitor details are held on a personal computer. This information is only used for membership and or entry form distribution. In order to comply with the Data Protection Act, we are required to ask you to sign this declaration, stating that you do not object to your details being held on a computer. Thank you.

Signed

Dated

BORDER COUNTIES VINTAGE CLUB LIMITED

CONDITIONS OF ENTRY

I further declare that the driver/rider of any exhibit not excluded from use on the public highway holds a licence of appropriate class for that exhibit.

I agree to produce insurance and licence documents if requested by the **Event Organiser** or **Safety Officer**.

Exhibitor's are requested to be on show site by **10 am**.

Entry passes admits two people free of charge per exhibit, any additional people will be charged at current show admission rate.

A maximum speed limit of **5 MPH** shall be enforced throughout the show site.

Exhibitors are reminded to keep the show site clean and tidy, please put any rubbish in the bins provided or take home.

PLEASE keep children and pets under close supervision at all times.

I **agree** to abide by the code of Practice of the National Traction Engine Trust and the Society's written statement of Safety policy, which is available at the Secretary's tent.

The movement of vehicles and exhibits shall be kept to a minimum.

In the interest of safety, no exhibits are to move or leave the show site before 16:30 pm, unless under exceptional circumstances. I agree to operate my exhibit during the event and comply with the instructions of stewards. In the event of a dispute, the **event organiser's** decision is final.

Trade risk assesment in the event of setting up and selling from a trade stand

Location: Monmouth Steam and Vintage show 2012

Name of trader _____

Equipment used in stall

Can the equipment be avoided?

Yes

No

<u>Hazards Identified</u>	<u>Low</u>	<u>Medium</u>	<u>High</u>
<i>Examples of Hazards : Guide Ropes, Trestle tables, Display units and Flooring</i>			
<u>Exposed persons :</u>	<u>Total numbers effected</u>		
<u>Frequency of exposure :</u>			
<u>Control measures already in place</u>	<u>Extent in which is controlled</u>		
<u>Additional Measures Required</u>	<u>Action By</u>	<u>By When</u>	
<u>Additional Requirements for Vulnerable Groups</u>			
<u>Monitoring Results</u>			
<u>Public Liability Insurance £2 million</u>			
<u>Insurance Company and Policy number</u>			