

SOMERSET

Food and Drink Fest 2015

helping to raise money for



Mendip Hall and Showering Pavilion, Royal Bath and West Showground ~ 17th & 18th October 2015

Including – The Somerset Art Fair 2015

Dear Exhibitor

Last year the Somerset Food and Drink Fest raised £1600 for our chosen Charity Children's Hospice South West.

We think we have learnt from last years experience and listened to comments from our traders to improve the event for them.

So we are stopping over duplication of stands and increasing our promotional budget to £10,000 which will include a 150,000 leaflet drop delivered by Royal Mail throughout the County and exposure in Local and Regional Press via PR and advertising along with many other promotional activities via Social Media. Tickets will also be available on Amazon Local once again.

The Show will take place at the Mendip and Showering Pavilions, Royal Bath and West Showground on Saturday 17th and Sunday 18th October 2015

At the same time we are launching a new arm to the event, the Somerset Art Fair which will take place at the same time and utilises the Mendip Hall.

The two main aims of Somerset Food and Drink Fest are to showcase the very best in local food and drink producers from Somerset and the surrounding areas and to raise much needed funds for the Children's Hospice South West Charity.

We would be delighted if you would like to join us again this year. Because we want to limit over duplication it will be, "First Come First Booked" so get your booking form back to us as soon as you can. For many products just one trader and for others only two.

I do hope you will join us.

Kind Regards

Graham Walton

Managing Director



Organised by Graham Walton Publishing Ltd

Dean, Cranmore, Shepton Mallet, Somerset BA4 4SA. Telephone 01749 880168/181

info@somersetfoodanddrinkfest.co.uk ~ www.somersetfoodanddrinkfest.co.uk ~ www.somersetartfair.co.uk

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Exhibitor Booking Form 2015

Stands are booked on a first come, first served basis

BUSINESS NAME:		Please book me Stand No. <input type="checkbox"/> (if available)
CONTACT NAME:		
TRADING ADDRESS:		
TOWN/CITY:		
COUNTY:	POSTCODE:	
TELEPHONE:	MOBILE:	
EMAIL:		PLEASE WRITE CLEARLY, USING CAPITALS
WEBSITE ADDRESS:	www.	

DESCRIPTION OF PRODUCT I WISH TO SELL – THIS IS NOT OPTIONAL

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NB. No LPG is allowed. No Mobile Catering Vans allowed. Exhibitors selling alcohol on site must obtain their own license.

SPACE DEPTH FRONTAGE:	COST	TOTAL
3m x 3m	£130	£
3m x 6m	£220	£
3m x 9m	£290	£

ADDITIONAL ITEMS:	QUANTITY	COST for 2 DAYS	£
1x Socket (1 Socket = 13 amp)		@ £60	£
1x Double Socket		@ £80	£
6kw Direct Connection		@ £90	£
32 amp CEE Form Socket Outlet		@ £90	£
63 amp CEE Form Socket Outlet		@ £210	£

TABLE – 6ft trestle, no cloth		@ £6 each	£
CHAIR – foldable type		@ £3 each	£
ADDITIONAL EXHIBITOR PASSES		@ £3 each	£
CAMPING ON SITE		@ £15 Per Night, Per Unit	£

	SUB TOTAL	£
	VAT @ 20%	£
	TOTAL AMOUNT PAYABLE (including VAT)	£

ALL ELECTRICAL ITEMS YOU WISH TO USE ON YOUR STAND MUST BE LISTED BELOW

ITEM(S)	WATTAGE

Please return this form together with the 'Method of Payment/Additional Information Required + Signature Form' to the Organiser



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Exhibitor Payment/Information Form

PAYMENT METHOD

BUSINESS NAME:	
CONTACT NAME:	
TELEPHONE:	

CHEQUE PAYMENT:	Office Use:
I enclose a cheque for £ Please make cheques payable to: GW PUBLISHING LTD	Received:

BACS PAYMENT:	Office Use:
Bank: Lloyds TSB Sort Code: 30-99-29 Account Number: 35583668 Account Name: Graham Walton Publishing Ltd Please quote your trading name as reference and advise us on payment by email	Received:

CREDIT CARD PAYMENT:
Please debit my credit/debit card for the total amount of £

To preserve data security and to comply with PCI Data Security Standards, we do not accept card details in writing. Please call 01749 880168 between 9am – 5pm and ask for accounts, we will take your card details over the phone. Alternatively, please enter a contact name and landline number below and we will call you back.

ADDITIONAL INFORMATION REQUIRED

Name of Local Environmental Health Authority Registered to:		
Name of Public, Product & Employee Liability Insurer:		
Policy Number:		
Copy of these documents to be submitted to the Event Organisers no later than one week prior to the event taking place		
PLEASE TICK ✓ the following:		
PREFERRED CONTACT VIA	Email <input type="checkbox"/>	Post <input type="checkbox"/>
PLEASE CONTACT ME ABOUT SPONSORSHIP OPPORTUNITIES	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I AM WILLING TO DONATE INGREDIENTS FOR THE COOKERY DEMONSTRATIONS	Yes <input type="checkbox"/>	No <input type="checkbox"/>
I WISH TO SET UP ON:		
FRIDAY 11am – 1pm <input type="checkbox"/>	3pm – 5pm <input type="checkbox"/>	SATURDAY MORNING 6.30am – 8am <input type="checkbox"/>
ALL VEHICLES TO BE PARKED UP BY 8.30am		

I have read and agree to the Terms and Conditions of booking for the 2015 Somerset Food and Drink Fest

SIGNED: _____ DATE: _____

NAME IN PRINT: _____ POSITION: _____



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General Terms and Conditions

2015 FESTIVAL RULES & CONDITIONS

It is understood that in signing for and purchasing exhibitor space at the Somerset Food and Drink Fest these rules and conditions will be adhered to. The Somerset Food and Drink Fest is being organised by GW Publishing Events, subsequently referred to in these terms and conditions as the Event Organisers.

EXHIBITOR APPLICATIONS

The deadline for applications for bookings is August 22nd 2015. All applications for bookings must be accompanied by full payment, either by cheque or BACS. NO space can be processed and confirmed without this. We regret refunds will not be given for bookings cancelled by exhibitors. LPG may NOT be used under any circumstances in the Showering Pavilion and Mobile Catering Vans are not allowed.

ALLOCATION OF EXHIBITOR SPACE

The Event Organisers will allocate exhibitor space. We regret that exhibitors are not able to specify the exact location of their stand. The Event Organisers reserve the right to change the site plan at their discretion.

SUB-LETTING

The sub-letting of all or part of a stall by an exhibitor is forbidden unless authorised by the Event Organisers in writing prior to the festival.

DESCRIPTION OF GOODS

The application form for space must contain an accurate description of goods to be exhibited or sold. Only items of this description will be allowed. All goods sold at the festival should conform to current trading standards legislation. The use of radio microphones, amplification devices and music devices are strictly prohibited unless written permission is given.

HEALTH AND SAFETY

All exhibitors must have public, product & employee liability insurance. At all times, whilst on the site, you will ensure that your stall and surrounding area, equipment and all or any other property is in a condition that is safe for all persons who may reasonably and foreseeably come into contact with it or be affected by it. The right of inspection is reserved by the Event Organisers and the Environmental Health Officer, before, during and after the festival.

FIRE SAFETY

Exhibitors are responsible for the provision of suitable fire safety equipment on their stalls. The right of inspection is reserved by the Event Organisers and the Fire Safety Officer, of all stands and equipment.

ELECTRICAL EQUIPMENT

All electrical equipment must be certified and have a current PAT certificate. This certificate must be made available for inspection by the Event Organisers' electrician at the festival.

SECURITY

Although night security will be provided by the Event Organisers from the day prior until the close of the event, exhibitor stall holders are responsible for the safe keeping of all goods or items on their stand. The Event Organisers will not be responsible in any way for the loss or damage to exhibitors' property whilst on the site.

VEHICLES

Vehicles parked on the site are at the exhibitors risk. Camping is possible but must be booked in advance with the Event Organisers.

LITTER/WASTE

The Event Organisers request that exhibitors observe their request that litter and waste be disposed of thoughtfully. Exhibitors will be liable for any damage they may cause. Adequate facilities will be provided on the site to accommodate this.

EXHIBITOR PASSES

Exhibitor passes will be issued as follows: 3 x 3 metre stand 2 admission tickets per day and 1 vehicle pass, 3 x 6 metre stand 3 admission tickets per day and 2 vehicle passes, 3 x 9 metre stand 4 admission tickets per day and 2 vehicle passes. Passes must be presented, there is no admittance without a pass, there will be NO exception to this rule!

CAMPING ON SITE

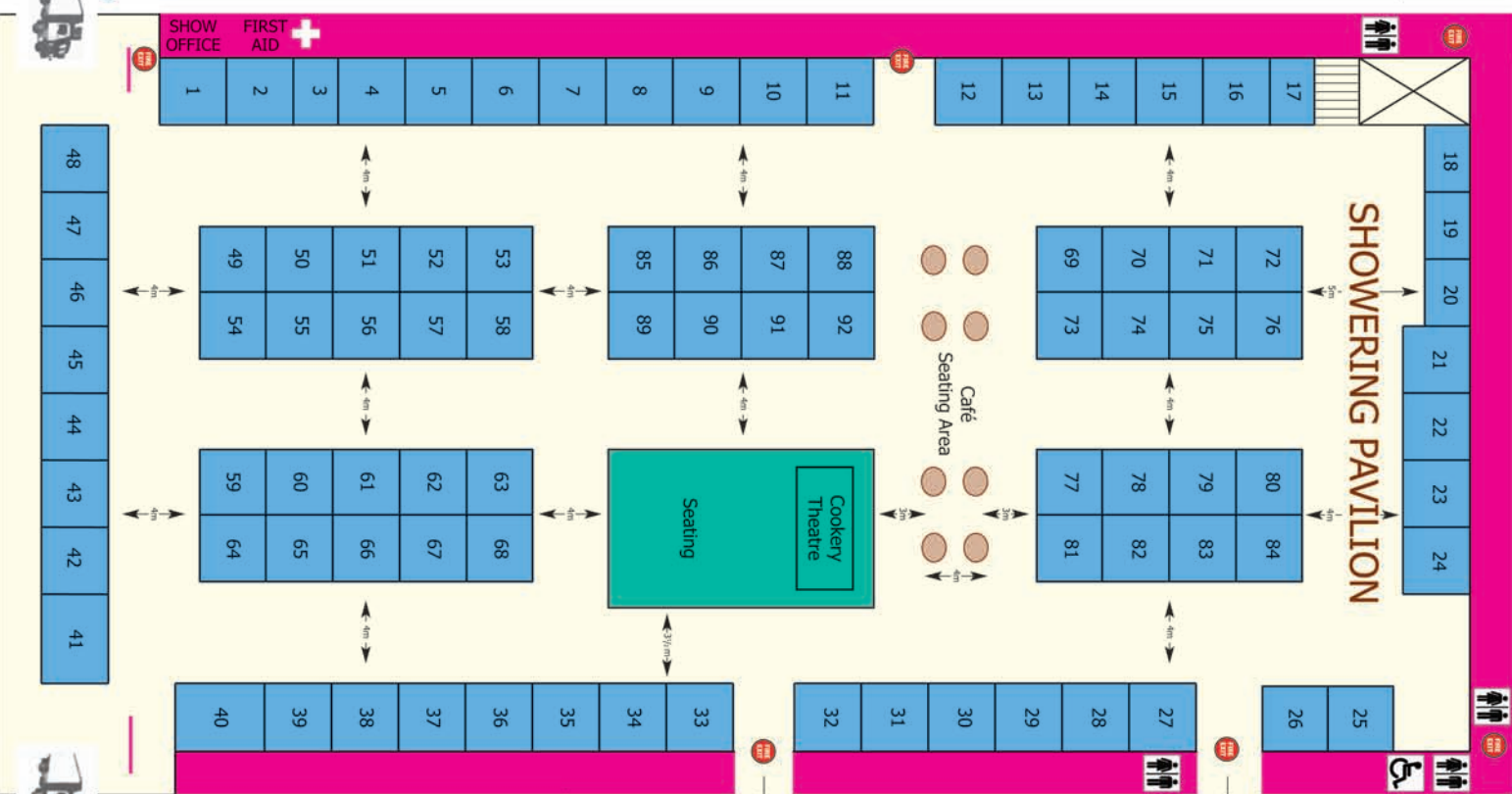
This is allowed but the Event Organisers must be informed when booking by ticking the box. A fee of £15 plus VAT per night, per unit is payable.

SALE OF ALCOHOL

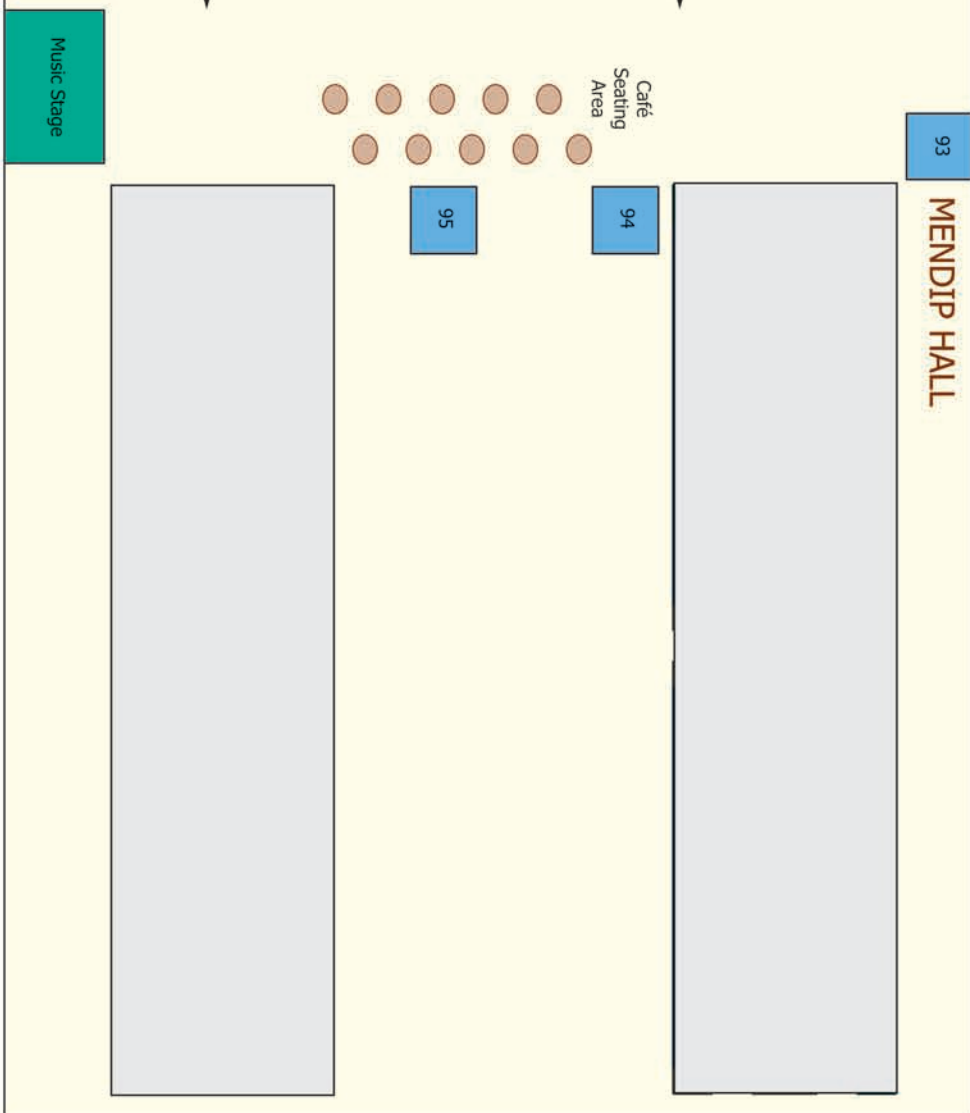
Any exhibitor selling alcohol at the event must obtain their own license to do so. This license is to be on display at all times.

Entrance to Showering Pavilion

Pedestrian Entrance



MENDIP HALL



Stand Dimentions:

- 3 and 17 = 2 metre frontage x 3 metre depth
- 18-20 = 3 metre frontage x 2 metre depth
- 40 and 41 = 4 metre frontage x 3 metre depth
- All other stands = 3 metre frontage x 3 metre depth