

## Trader/Exhibitor pitch booking form

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Registered Charity No. 1062968/0

**TO SECURE YOUR TRADING PITCH:** Please ensure that you read and fill in ALL sections of this booking form, and fill out one form for each event that you will be attending at the Royal Gunpowder Mills. Thank you.

Event Title: .....

Contact Name : .....

Trading/Exhibiting as: .....

Address: .....

..... Post code: .....

Telephone: ..... Mobile: .....

Email: ..... Website: .....

Business description (40-50 words max):  
.....  
.....

**IMPORTANT:** Please be aware that your contact details and business description will be included in a free listings on our website and in the event programme where applicable, if there are is any information you wish to be kept confidential please make this clear by highlighting any such areas.

Trading pitch, your preference: Hard standing ..... Grass ..... Under cover\* .....

Support vehicle details: .....

\*Limited spaces available

Will you be camping over night? Yes ..... No .....

Preferred day of arrival: Friday ..... Saturday ..... Sunday ..... Monday .....

### Advertise your company in our Event Program

The Official Event Program will be freely distributed to exhibitors and traders. There will be a charge of £1.50 to all visitors. It will be an A5 publication to compliment the event and will display advertisements which are available at the prices opposite.

**All prices are shown including VAT at current rate.**

Full Colour Page £176.25

Full Mono Page £117.50

Half Mono Page £58.75

Quarter Mono Page £29.38

**TRADE STAND 6 x7 METRES (£25.00 inc. VAT) PER DAY.**

**Number of days:** .....

**TOTAL £** .....

**PLEASE MAKE CHEQUES PAYABLE TO ROYAL GUNPOWDER MILLS COMPANY LTD**

**IMPORTANT:** All traders require their own Public Liability insurance for a minimum of 2 million pounds. A copy of your insurance will need to be sent to us along with this completed booking form and payment.

- I confirm I have attached a copy of my insurance certificate to this form.
- I confirm that any firearms or weapons that I display or offer for sale will comply with current British law.
- I confirm that ANY vehicle I bring will be covered for off road third party risks during the duration of the show, and I understand that the Royal Gunpowder Mills or their agents accept no liability for any loss, damage or injury howsoever sustained during the event.
- I and my party agree to abide by the rules of the event and the site and to obey the instructions of the event organizers and site security at all times.
- I confirm I have read and understood the terms and conditions on the reverse page of this document.

**Signed:** ..... **Date:** .....

**There is the potential for over 22,000 people to attend all the events held at the Royal Gunpowder Mills. These visitors are genuinely interested in the site and especially the events being held. The range of events this year follows a similar format to previous years, and if any of you wish to help promote these events, then please contact the site and we will be happy to send you some brochures.**

#### **Terms and Conditions:**

- Pitches are on either hard standing or grass and will be assigned on the Friday before the show as required for each trader.
- No tent or marquee will be supplied by the show organizers, and traders must make their own arrangements for these items.
- The cost of your pitch is £25 for each day of the show.
- Please enclose a cheque for total amount, payable to the Royal Gunpowder Mills. No refund for non attendance at the show.
- All exhibitors and traders must be insured, to a minimum cover of £2,000,000 public liability insurance. Proof of insurance cover must be provided by the exhibitor or trader on demand.
- Please ensure that you fill out one form for each event that you will be attending at the Royal Gunpowder Mills and that you fill in every form field to secure your participation in the event.
- Camping is available from noon Friday until show close on Sunday or Bank Holiday Monday, this must be booked in advance, see booking form. Camping at your own risk.
- Alcohol consumption will not be permitted on site during the hours that the public occupy the site.
- The speed limit on site is 10 mph for all vehicles. Failure to observe this may result in a request for the offending vehicle to immediately vacate the site. There will be no vehicle movement once the event is open to the public, without express permission from the organiser.
- Under no circumstances will any fires, barbecues or similar naked flame cooking be allowed on site other than within the living history encampment.
- All rubbish must be collected, bagged up and disposed of in the skip provided.
- The site will be open to the public from 11.00 to 17.00 Saturday, Sunday and Bank Holiday Monday.
- Stand/display set up and breakdown to be carried out outside the public opening times.
- You must notify the site of your preferred day of arrival, see booking form. Hours for access are normally from noon Friday until 17.00 or Saturday 8.30 until 10.00. If you require access outside of these times this must be agreed with the event organizers in advance.
- Due to the close proximity of our neighbours, the site operates a curfew of 23.00 on each evening. Please show consideration at all times.
- No dogs, except assistance dogs are permitted on the site at any time.
- Other than as directed by the event organizers, no entrance is permitted to any of the buildings on site.
- For your own safety and security, obey all signs on site and follow instructions from event organizers.
- Children must be supervised by a responsible adult at all times.
- All exhibitors and traders agree to abide by the site rules and regulations as applied by the organizers, and to obey the instructions issued by the marshals enforcing those rules.
- All exhibitors and traders should, on arrival, contact the duty manager for a basic safety brief.
- All aisles, thoroughfares, fire exits and egress routes will be kept clear at all times.
- No raffle tickets, food, confectionary or drinks will be sold without the written permission from the events team.
- Deactivated weapons and replicas will be allowed, but must be carefully controlled by the traders/exhibitors concerned.
- The decision of the Event Organisers in any dispute is final.
- All drivers must have the necessary licence and insurance to cover their specific vehicle whilst on the Royal Gunpowder Mills site. Proof of insurance cover must be available for inspection on demand.
- Smoking is only permitted in open areas only (excluding woodland areas). Cigarette ends must be disposed of appropriately.
- The Royal Gunpowder Mills will not be liable to the trader/exhibitor for any interruption/cancellation of the event for any circumstances outside of their control.
- Please be aware that there are many hazards and dangers on site, for your own safety & security remain within the events area. Specific hazards to be aware of include; deep water, steep drops, slippery surfaces, derelict & dangerous structures and wildlife.