



8th & 9th May 2010
Exec, East of England Showground

APPLICATION & CONTRACT for SPACE

Please complete this application form and return along with your deposit of 50% + VAT made payable to Eventis Ltd at:

13 Tunkers lane,
Bury,
Cambridgeshire,
PE26 2LA

Once accepted you will receive confirmation of your booking, joining instructions and final invoice payable six weeks before the event.

Trading Name

Contact Name

Product(s)/Service

Address

.....

.....

Tel Mob

Stand Shell scheme Yes/No

Stand size (in metres) Front/Width Depth

Special requirements

Preferred Location

I agree to abide by the terms & conditions overleaf

Signature Date



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1. ACCEPTANCE OF APPLICATION FOR STAND SPACE

The organiser shall have the discretion to accept or refuse any application without being required to give an explanation. The organiser's decision is final.

2. PRODUCT DEFINITION

No goods or services other than those described on the application & contract form may be exhibited without the prior approval of the organiser and the organiser shall have the discretion to require the removal of any item not so approved.

3. STAND ALLOCATION

Requests for stands in specific positions will be considered sympathetically but no such request should be deemed as being binding on the organiser. Stand allocations will be made taking into account the nature of product, type of demonstration and the general layout.

4. STAND SIZES

The Exhibitor is responsible for booking adequate stand space for the entire display.

5. ELECTRICITY

In the interest of safety, should the power supply system become overloaded it shall be within the organiser's discretion to request any exhibitor to disconnect lights or any other electrical appliance. Please ensure you have all your lighting or electrical equipment test certificates available for inspection.

6. BUILD UP AND BREAKDOWN

Exhibitors must complete their stand build at least 30 minutes prior to the show opening time. Please stow all boxes and packing away safely, clear of all gangways and alleyways. All vehicles are to be parked in the area designated for exhibitors' parking.

7. TRADING HOURS

Please note that Exhibitor's stands are contracted to trade throughout the advertised show open hours – between 10am and 5pm on all both days.

8. SECURITY AND PUBLIC LIABILITY

Eventis Ltd & East of England Agricultural Society cannot be held responsible for damage or loss of stock howsoever caused. All exhibitors are advised to take out their own insurance cover. Stands may be left erected overnight, but this in no way implies responsibility on the part of the organiser for loss or damage. Eventis Ltd & East of England Agricultural Society carry public liability insurance, however it should be noted that this does not include responsibility for Exhibitors' public liability cover and Exhibitors are strongly urged to take out suitable cover.

9. BREACHES OR UNPROFESSIONAL CONDUCT

Any exhibitor in breach of any of the conditions or who behaves, in the opinion of the organiser, to the detriment of the public, other exhibitors or the organisers, will be requested to leave the venue forthwith, without refund of any monies.

10. DEPOSIT and FINAL PAYMENT

A non-refundable deposit of 50% of the stand price + VAT is to be paid at the time of entering into the booking contract for the show. This deposit will be deducted from the total value of the invoice. An invoice will be issued for the balance for payment six weeks prior to the show. If payment is not received four weeks prior to the show the stand may be re-let at the organiser's discretion.

11. CANCELLATIONS

a) In the event of the cancellation of any booking within six weeks of the show the Exhibitor will be liable for the full cost of the stand booked.

b) All cancellations must be made in writing.

c) The organiser shall not be liable to any exhibitor in the event of the show being disrupted due to bad weather, major accident, civil unrest, or any other cause beyond the organiser's control.