



Corsley Show

Bank Holiday Monday 28th August 2017
Corsley Showground, BA12 7QH

SITE INFORMATION AND SAFETY RULES

- 1 Stallholders, exhibitors and traders must enter, with their equipment, via the Trade Gate. Those just helping on the stall, or arriving later, should park in the public car park.
- 2 On arrival, the Stewards (wearing hi-viz jackets) will advise you where your pitch is located. Please ensure you only use the area allocated to you. If you have any problems please contact a Steward, who will be happy to assist.
- 3 The speed limit on site is **5 mph**. Hazard lights must be used when moving vehicles.
- 4 You should plan to arrive early enough to set up your stall; the Trade Gate will be open to stallholders from **7 am**. All stallholders' vehicles should be moved to the public car park before **9 am**. No attempt to remove stalls should be made until after the event has closed at approx **5 pm**.
- 5 Please be aware that the public are usually admitted to the site from 9 am – some arrive earlier to avoid queuing.
- 6 Vehicles are not permitted to move around the Showground during the event. Stallholders must wait until the event has closed and the public have left before moving vehicles back onto the Showground to collect stalls and equipment. In an emergency, unavoidably late arrival, etc., vehicles **MUST** be accompanied by a Steward when moving around the Showground. If the event finishes early, for any reason, an announcement will be made (over the tannoy) when it is judged safe for stallholders to move their vehicles. Failure to comply may result in future applications for attendance being refused.
- 7 If you need tables or chairs you will have to supply them. You are welcome to bring and erect covers/gazebos over your stall area to protect you from the weather. Remember to make the tie-ropes/guy ropes obvious to the walking public.
- 8 In accordance with the regulations, there will be a number of Stewards wearing hi-viz hackets. Should there be any incident of any nature on the day, the instructions of the Stewards must be followed at all times. The police will also be in attendance.
- 9 Any throwing games (coconut shy, crockery smashing, etc) you are asked to ensure there is adequate and appropriate netting around the stall to protect the public from even the worst aimed shot! If in doubt, seek advice from the Site Safety Officer. A Risk Assessment and confirmation of appropriate/adequate insurance will be requested prior to the event.
- 10 Guy ropes for tents/gazebos must be clearly marked.
- 11 Many stalls will be required to submit their Risk Assessment at least one month prior to the event. Failure to do so may result in attendance on the day being declined.
- 12 Any stall that has insurance cover must forward a copy of the insurance certificate at the time of booking.
- 13 The Site Safety Officer and Stewards, on behalf of the organising committee, are empowered to refuse entry to persons not complying with the Site Safety Rules.

Please tear off this section and return to Katie Hares with your Booking Form.

I/We agree to abide by the above Site Safety Rules.

I/We understand that failing to agree to the Site Safety Rules may exclude me/us from this and future events.

Name (please print).....

For/on behalf of (organisation)

Signed Date