EKPMA TERMS & CONDITIONS FOR ALL BOOKINGS

EMERGENCY CONTACT NUMBERS: Safety officer 07850600321 Chairman 07803180776 Secretary 07538547010

1. Any applications not received by 1 August will be assumed not to require space. Please note that applications may be refused if we have too many similar stands or there is not a rural/agricultural relevance.
2. All applicants must read and accept our Terms and Conditions and Health and Safety policy.
Free admission tickets will be issued to each Trade Stand according to stand size booked. Please note on the booking form when making your booking how many tickets you will be issued. Any additional admission tickets for guests of Trade Stands or staff working on the Stands are available from our website www.ekpma.co.uk. Tickets cost £12 each and every member of staff and guest will require one ticket each. Please can all trade stands make clear to their guests that breakfast/lunch tickets to their stand do not include free admission to the showground.
3. The Committee regret that they cannot be liable for loss of or damage to exhibitors' property whilst it is on the Show Ground, or in transit to and from the site. Security will be in place on site for the night before the event only. In providing this security the association does not assume any additional liability for exhibitors' property.
4. Consideration must be given as to whether adequate insurance cover is in place on all vehicles and equipment coming onto the Match site. Machinery and equipment used on individual stands may require further safety/inspection certification. The Ploughing Match will be under the scrutiny of the local District Council's Safety Advisory Group. We value your support and hope that you are used to these sorts of procedures.
5. In the interest of public safety all Trade Stand holders' and exhibitors' vehicles used for delivering items onto the showground must be removed by 09.00 on the morning of the show (08.30 will be the last permitted time for delivery vehicles to enter the site). Any vehicle left in an inappropriate manner will, at the discretion of the association Safety Officer, be removed. Trade Stand holders should ensure that all their staff and subcontractors are aware of this. If Trade Stands wish to leave their vehicles next to their stands then they should purchase sufficient stand space.
6. Trade Stand holders should ensure that they have done all that is required by relevant regulatory and enforcing bodies before attending the Match. Failure to do so may mean they are turned away or not allowed to operate their stand. The Committee may check compliance on the day of the match and all the following paperwork needs to be available to the Local Authority Environmental Health Officers on the day if there is an inspection:

- Evidence of Local Authority Registration
- Food Hygiene Certificate of each person handling/selling food
- Risk Assessment
- Fire Risk Assessment
- Food Hazard Risk Assessment
- Food Analysis Flow Chart
- Public Liability Insurance
- Employer Liability Insurance
- Gas and Electrical Safety Certificates

7. Stands selling or supplying alcohol should obtain a Temporary Event Notice licence (a "TEN") from the District Council with jurisdiction over the proposed match site.
8. All rubbish and recycling is the responsibility of the Stand holder and must be removed.
9. Marquees must be adequately weighted with sand or water.
10. Any Trade Stand requiring a generator must ensure to bring a silent operating generator that preferably uses diesel.
11. Due to local licensing laws and event regulations, we are unable to allow raffles, tombolas, or unauthorised prize draws at this event. Thank you for your cooperation in keeping our event compliant.