

## TERMS AND CONDITIONS

### 1. ACCEPTANCE OF APPLICATION FOR STAND SPACE

The Organiser (Battenburg Events Ltd) 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 other than those described on the application 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. FOOD EXHIBITORS

Please note that all Health & Safety, training certificates and legally required documents should be available for inspection on the stand.

### 4. 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.

### 5. STAND SIZES

The Exhibitor is responsible for booking adequate stand space for his/her entire display, including access/egress

### 6. DISPLAYS

In the interest of achieving high retail standards exhibitors must ensure that all tables are covered to the floor by a suitable cloth sufficient to hide items, stock or boxes etc. stored beneath the table(s).

### 7. ELECTRICITY (if supplied)

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 (PAT) Portable Appliance Test certificates available for inspection.

### 8. 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 packaging away safely, clear of gangways and alleyways. All vehicles to be parked in the area designated for exhibitors' parking.

### 9. TRADING HOURS

Please note that exhibitor's stands are contracted to trade throughout the advertised show open hours on all trading days.

10. SECURITY and PUBLIC LIABILITY Battenburg Events Ltd & Shelsley Walsh (Midland Automobile Club) 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. Battenburg Events Ltd & Shelsley Walsh (Midland Automobile Club) 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.

### 11. CAMPING/CARAVANING

Camping/caravanning is available on site with toilets, showers and water point.

### 12. DOGS

Dogs, excepting assistance dogs, are not allowed at Shelsley Walsh.

### 13. 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.

### 14. DEPOSIT and FINAL PAYMENT

### 15. Payment by Credit/Debit Cards

.

### 16. CANCELLATIONS

a) In the event of the cancellation of any booking within six weeks of the show opening 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