

2017

The Bus Stop Over – Trade



16th to 18th June 2017

Newark Showground, Notts



TRADER INFORMATION

16th to 18th June 2017

**Newark Showground,
Nottinghamshire, NG24 2NY**

We appreciate how important Traders are to the success of shows & really hope you will choose the Bus Stop Over shows to promote your products & services in 2017.

The Bus Stop Over returns for its 14th year this June & is firmly established as one of the best family VW events on the calendar & continues to be extremely popular due to its central location in the UK.

We are now in our 3rd year at Newark with some excellent feedback on the venue & increased visitor numbers & 2017 looks to be even bigger.

We are able to offer Outdoor Trade Plots at BSO 2017.

Outdoor Trade Plots are available in multiples of 6 metre frontage, a Regular Plot measures 6m front by 10m deep including 2 weekend passes, a Large Plot measures 12m front by 10m deep including 4 weekend passes. Larger plots are available, please contact us for details.

The Outdoor plots will be located in a large rectangle in front of the Bus Barn & next to the various attractions going off. If you wish to Trade in the evening then please let us know so you can be located appropriately. We recommend you camp behind your plot so please ensure you book sufficient space as this cannot be amended at the event.

We reserve the right to refuse applications from companies that conflict with our sponsors or where we deem unsuitable for our family event.



TRADE BOOKING FORM

16th to 18th June 2017
Newark Showground, Notts
NG24 2NY

The Bus Stop Over returns for its 14th year is set to be bigger & better is firmly established on the VW show calendar. This year's event will be held on Friday 16th to Sunday 18th June 2017.

The following plots are available to pre-book :-

OUTDOOR Regular 6m frontage x 10m deep for £70 per plot all weekend, 2 Passes

OUTDOOR Large 12m frontage x 10m deep for £100 per plot all weekend, 4 Passes

Gates open 2pm on Friday 16th June to the public, **access will be available from 11am** for trade to set-up, you will not be allowed onto the site earlier than this & will be held in the car park if you do arrive earlier.

Company Name: _____

Plot Required: _____ Outdoor Regular _____ Outdoor Large _____

Contact Name: _____

Address: _____

Postcode: _____ Tel: _____ Email: _____

What products or services do you sell? _____

Additional Staff Passes Required (£10 each) _____ Total Payment Enclosed _____

Note: The sale of Chinese Lanterns, fireworks & fire-pits is strictly prohibited & they will be confiscated. The event organisers withhold the right to refuse applications for trade plots if deemed unsuitable or in conflict to the products & services offered by our organisers & main sponsors.

Please send this completed form by post or email to **The Bus Stop Over, 63 Bosworth Way, Long Eaton, Nottingham NG10 1EA**, email info@busstopover.co.uk.

Payment by cheque payable to 'Bus Stop Over', can be sent securely via PayPal to info@busstopover.co.uk or we will be happy to provide you with our **Bank details for a BACS Transfer**

Your trade pass & staff passes will be dispatched approximately 3 weeks before the event. All Trader wristbands must be worn at all times. Please note this is an outdoor event & you are responsible for your own marquees, tables, electric, security etc.

To increase your companies profile we are able to offer a number of sponsorship packages & advertising space will be available for the event programme & on the show website www.busstopover.co.uk. Please contact us if this is of interest to you.

For further information please call us on 07973 256924 or email info@busstopover.co.uk, we hope to see you at BSO 2017.

1 TRADER PASS ALLOCATION: Two passes will be issued per Regular, four passes for a large plot. Extra passes can be purchased at the time of booking subject to the maximum of five passes per booking. If not purchased at the time of booking, the normal ticket rate will be applied.

2 TRADER PITCHES: Stands will be sited on grass. Stand prices are for frontage quoted in metres. For Outdoor plots we recommend on your pitch so please allow sufficient space for this.

3 TRADING LEGISLATION: Under the Trade Description Act 1968, the applying of companies' names and trademarks on goods or supplying goods without authorisation or consent is an offence. Traders must comply with all trading legislation. Bus Stop Over Ltd. will not be held responsible if any trader is found to be in breach of the above. This includes any product bearing the Stop Over name, logo, event or the date of the event.

4 SUB-LETTING: The sub-letting of all or part of a stand by a Trader is expressly forbidden unless authorised by Bus Stop Over Ltd in writing before the event.

6 ANIMALS: Due to the relaxed nature of the circuit, we are more than happy to welcome dogs onto the site. We do, however, politely request that dogs remain on a lead at all times and any fouling is responsibly cleaned up. If dogs are not kept under control, you will be asked to leave the site immediately.

7 LITTER: At the end of each event all Traders must completely clear their trade areas of any rubbish including any sharp objects which could cause damage to other vehicles.

8 ELECTRICITY: All Traders who supply their own electrical generation whilst on site must ensure it is kept in a secure area away from the general public. ALL generators must be switched off by midnight, anyone failing to adhere to this rule will be asked to leave the site immediately.

9 INSURANCE: Traders are required to take out the necessary insurance against fire and all other risks including third-party claims. The Trader must also indemnify Bus Stop Over Ltd against all claims, damages or expense whatsoever in any way arising out of their attendance or exhibits at the event. The completed booking form for a Trade stand shall be deemed as confirmation by the Trader that the necessary insurance cover has been obtained and the Trader agrees to indemnify the Event Organisers and their staff against all and any claims which may arise. Bus Stop Over Ltd is not responsible for any damage, theft or loss under any circumstance to any property/goods belonging to any Trader.

10 RISK ASSESSMENTS: Traders must complete a suitable risk assessment for their stand and ensure it is in their possession at the Event should our Health & Safety Officers carry out an inspection.

11 FIRE SAFETY: Traders must familiarise themselves with fire safety precautions & we recommend carrying extinguishers.

12 RESTRICTIONS ON TRADE SITES: The Trader shall not cause noise, disturbance or annoyance to any other Trader or member of the public and, unless sanctioned by Bus Stop Over Ltd, **under no circumstances may Traders offer the following for sale or display;**

- a) Any food or refreshment – including alcohol, cigarettes and tobacco unless sanctioned by Bus Stop Over Ltd.
- b) Any knives, crossbows/catapults, offensive weapons and firearms of any type, including air-powered and "bb" guns.
- c) Any drugs (including "magic mushrooms") pertaining to cause harm or result in any member of the public needing medical treatment.
- d) Any product which does or is likely to bring into question the reputation or goodwill of Bus Stop Over Ltd.
- e) Any product bearing the Bus Stop Over Ltd name, logo, event or the date of the event unless sanctioned by Bus Stop Over Ltd .
- f) No advertising or promoting of other events unless prior written agreement is obtained from Bus Stop Over Ltd.
- g) Any products or clothing bearing offensive graphics or wording may not be displayed on trade stands. Bus Stop Over Ltd reserve the right to confiscate such products forthwith.
- h) Fireworks and Chinese lanterns are expressly forbidden onsite. Anyone found in possession of, or using any such items will be asked to leave immediately.

13 CANCELLATION: In the event of any cancellation, whether for nonattendance (for any reason) or adverse weather conditions, all fees paid will be forfeited and any invoice submitted by Bus Stop Over Ltd will remain due.

14 SECURITY: Although both day and night security will be organised by Bus Stop Over Ltd during the event, trade stand holders are responsible for the safe-keeping of all goods/items on their stands. Bus Stop Over Ltd will not be responsible in any way for the loss or damage to Traders property or vehicles whilst at the Event.

15 ADMISSION: Bus Stop Over Ltd & Newark Showground reserve the right to refuse a Trader without prior notice or give reason for doing so.

16 SMOKE FREE POLICY: Since 1st July 2007 smoking will be prohibited in virtually all enclosed public places and this includes tents, marquees and some other shelters. Traders must ensure that their premises comply with the law.