

Taste of Grampian

Food & Drink Festival

EXHIBITOR APPLICATION FORM

TASTE OF GRAMPIAN • SATURDAY 2ND JUNE 2018 • THAINSTONE CENTRE, INVERURIE, ABERDEENSHIRE

Please complete and return the top copy to:

PRime Events, 204 Rosemount Place, Aberdeen, AB25 2XQ – Tel: 01224 646488 – Fax: 01224 649604

CONTACT DETAILS

Company Name:	<input type="text"/>	Product/Service:	<input type="text"/>
Company Address:	<input type="text"/>		
Web Address:	<input type="text"/>	Contact Name:	<input type="text"/>
Phone Number:	<input type="text"/>	Email Address:	<input type="text"/>

STAND OPTIONS

3m x 2m starshell stand in the Concourse	£350+VAT	<input type="checkbox"/>	Outside Market Stall	£120+VAT	<input type="checkbox"/>
4m x 2m starshell stand in the Concourse	£450+VAT	<input type="checkbox"/>	6ft table in the Craft Marquee	£100+VAT	<input type="checkbox"/>
3m x 2m starshell stand in the Exchange	£350+VAT	<input type="checkbox"/>	6ft table on the Balcony	£80+VAT	<input type="checkbox"/>
3m x 2m starshell stand in the Visitors Marquee	£350+VAT	<input type="checkbox"/>	Caravan / Mobile Vending Unit	£150+VAT	<input type="checkbox"/>
4m x 2m starshell stand in the Visitors Marquee	£450+VAT	<input type="checkbox"/>	<div style="border: 1px solid black; padding: 5px;"> 1st stand choice number 2nd stand choice number </div>		
6ft Table in the Fish Market	£120+VAT	<input type="checkbox"/>			
3m x 2m space only in the Brewfest Marquee	£200+VAT	<input type="checkbox"/>			

OUTDOOR SPACE	Dimensions Required, Width	Depth	= £	(total)
£35+VAT per square metre				

ELECTRICAL REQUIREMENTS

Power must be purchased at an additional cost for all stands, please indicate your requirements below. No extension leads are permitted, this is to enable the electricians to control accurately the total loadings of each exhibitor stand and for your own personal safety, as well as the safety of others.

INDOOR POWER	Twin Sockets at £30+VAT each = £	(total)
OUTDOOR POWER	Twin Sockets at £70.00+VAT each = £	(total)

Due to HSE requirements, all electrical equipment must have a current portable appliance test (PAT) certificate. Failure to produce a valid PAT certificate for an item or equipment before, or on, the day will result in a ban of its use at the event.

LIQUOR LICENCE

All exhibitors serving or selling alcohol on their stand must comply with the Licensing (Scotland) Act 2005. Please tick if you intend to sell/supply alcohol on your stand and further documentation will be sent to you for completion.

COST

Cost of stand, including additional power

Net Cost	VAT at 20%	Total Cost £
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To secure your stand a deposit of £100 must be returned along with this form, with the balance payable no later than Monday 23rd April 2018. Please note that a deposit is not accepted for the Market Stalls, Balcony or Craft Marquee, full payment for these stands must be returned along with this form. Cheques should be made payable to Taste of Grampian c/o Prime Events, 204 Rosemount Place, Aberdeen, AB25 2XQ.

Signature:	Date:
I/We have noted the rules and regulations overleaf and, in the event of this application being granted, undertake to be bound by them.	

PLEASE NOTE: Applications cannot be processed without a deposit. A VAT invoice will be issued on receipt of any monies, together with a pro-forma invoice for the outstanding balance. Exhibitors must comply with the Taste of Grampian Food Charter and Liquor Licence requirements.

RULES AND REGULATIONS

The term 'the organisers' means TASTE OF GRAMPIAN. The term 'the exhibitor' shall mean any person, firm or company, co-operative, institution or committee who shall be allocated a site by the organisers. The term 'the premises' shall mean any building or structure used by the organisers for exhibition purposes.

The position of the space and the presentation and layout of the exhibition will be decided by the organisers. The organisers reserve the right to alter and amend the layout of any published floor plans. Exhibitors who supply their own stand must conform in every respect with the requirements of the organisers and of the local or other competent authority and the landlords of the premises.

The organisers reserve the right to refuse to allow exhibitors to operate equipment (including display equipment) at the exhibition if, at their sole discretion, such equipment is undesirable in the context of the exhibition as a whole.

Price lists, papers, advertisements etc. may only be distributed from, and decoration and display may only be put within, an exhibitor's stand or on an exhibitor's site and in no circumstances in or on public passages or premises. They must relate solely to the exhibitor's own products or processes regularly sold by him. The organisers will provide standard name titling for identification of stands.

If the exhibitor wishes to play live or recorded copyright music on his stand, a licence from the Performing Right Society is necessary to ensure compliance with the Copyright Act 1956. Charges to cover the public performance of copyright music are payable in advance by the exhibitor. Requests for a PRS licence should be made to: The Performing Right Society Ltd., 29/33, Berners Street, London W1T 3AB. Tel. 0207 580 5544

The exhibitor agrees to pay a £100 deposit on application for space and the balance no later than four weeks prior to the event. VAT will be added at the current rate. Exhibitors who have not fully paid all outstanding invoices within this time limit may be refused the right to participate at the exhibition. Failure to pay invoices when due shall entitle the organisers to charge 2% interest per calendar month, or part of a calendar month.

When the exhibitor's application has been confirmed by the organiser, in writing, neither party can cancel without written consent. Applications may be refused at the sole discretion of the organisers without giving particular reason. The organiser has the right to terminate the contract if he feels the exhibitor would be detrimental to the exhibition.

The organisers may cancel the exhibition without incurring any liability whatsoever to the exhibitor either; not less than four weeks prior to the date of the exhibition where they decide that it is not reasonably practicable to hold it in substantially the form set out in the promotional literature, or there appears not to be sufficient support for such an exhibition; or, at any time for any other reason beyond their control. But, in such event, the organisers will repay to the exhibitor the full amount paid for space at the exhibition, less any administrative expenses incurred. The organisers shall not be liable for any expenses, loss, damage or claims whatsoever. The organisers reserve the right to cancel or vary any arrangements connected with the exhibition previously notified to the exhibitor or to visitors without assigning a reason.

If the exhibitor cancels a stand space contract at any time, it shall be in writing. Thereafter the organisers will use their best endeavours to re-allocate the space on the best possible terms. If successful the organisers undertake to refund payments received, less a service charge at their discretion.

The exhibitor will arrange for someone familiar with the fire precautions and procedures at the exhibition premises to be on their stand at all times during opening hours. The stand and its contents must be of flame - and fire-proof materials and no inflammable or dangerous materials may be brought on to the exhibition premises without the prior written consent of the organisers.

At the end of the exhibition, the exhibitor will remove from the premises all his exhibits (and stand where applicable) and leave the area to the reasonable satisfaction of the organisers. In the event that the exhibitor fails to comply with these provisions, the organisers may carry out these tasks and then charge the exhibitor with the cost.

The exhibitors will adhere to the organisers' timetables and procedures for preparing and holding the exhibition and for dismantling after the exhibition.

Every stand must be open to the trade and/or public to view and be manned by a competent representative of the exhibitor during the opening hours of the exhibition. The exhibitors will uphold the usual standards of conduct and morality for exhibitions and will be careful not to do or allow anything which will reduce the commercial success of the exhibition for both the organisers and other exhibitors.

The exhibitor must comply with all laws, rules, licencing, hygiene regulations & bye-laws imposed by any competent authority including the exhibition venue itself relating to all matters and indemnify the organisers against any breach of them. The exhibitor shall keep the organisers indemnified in respect of (a) any loss or damage to any property of the organisers and (b) all claims and demands of third parties (including the servants and agents of the organisers and the landlords of the premises and their respective servants and agents, other exhibitors and their servants and agents and members of the public) in respect of personal injuries or loss of or damage to property caused or occasioned by the exhibitor or any of his employees or property or arising out of or in consequence of this occupation of a site or exhibition of any article, process or thing. The exhibitor accepts all risks of every kind whatsoever in respect of personal injuries to himself or his servants or agents or loss of or damage to any of his property in his custody, and the organisers shall be under no liability in respect of such risk. The exhibitor shall make good any damage done by him to the building or any fixtures therein and damage by fire caused by negligence upon his site; tempest and reasonable wear and tear only excepted.

These regulations are subject to alteration, amplification or addition by the organisers from time to time and the exhibitor shall comply with the regulations of the landlord of the premises and any special regulations of the organisers relating to matters of safety, admittance, security and order for the time being in force. In the event of an exhibitor infringing any of the foregoing regulations or any other regulations by which he has agreed to abide, or any subsequent modifications thereof, the organisers, being hereby constituted the sole judge of what is an infringement, reserve the right to cancel the agreement between the organisers and the exhibitor and to eject the exhibitor; his employees and goods, from the exhibition without any liability attaching to the organisers or their representatives in any way whatsoever.

Any disputes and differences between the parties arising in connection with the operation of the exhibition shall be referred to the directors of Taste of Grampian, whose decision shall be final and binding upon the parties.

No motor vehicles may be parked within the exhibition hall unless they form an integral part of the exhibition, in which case the battery must be disconnected and the petrol tank drained.