



20th - 21st June

Trade Stand Schedule

AGRI-CENTRE



A member of



A member of



Tel. 01565 650200 Fax. 01565 650540 Reg. Charity Number: 1151672
Email. info@royalcheshireshow.org Web. www.royalcheshireshow.org

Cheshire Agricultural Society CIO, Clay House Farm, Flittogate Ln, Tabley, Knutsford, Cheshire WA16 0HJ





For Office Use only:

Stand No:

Tickets:

Risk Assessment:

GDPR

Vehicle Pass:

Processed by:

**Application for Space in
AGRI-CENTRE MARQUEE**

**THE ROYAL CHESHIRE COUNTY SHOW
20th & 21st June 2023**

USE BLOCK CAPITALS

Trading Name

Address.....

.....

..... Post Code

Tel: (Code & No.)..... Mobile

Email Address:

Contact Name

IF LIVESTOCK FORMS PART OF YOUR DISPLAY PLEASE STATE TYPE & NUMBER ATTENDING

BREED NUMBER.....

AGRI-CENTRE MARQUEE – PLEASE NOTE

- Space inside large frame marquee on grass surface
- Each stand will be allocated 4 x 1 day tickets (2 per day)
- Additional exhibitor tickets may be purchased at time of booking (see overleaf).
- Each stand includes hire of 1 x 6ft trestle table and 3 chairs
- Charge is the full cost for TWO DAYS.
- Electricity for lighting/PC's only will be included if required.

**Under advice, Portable Generators of any kind are not permitted on the Showground.
All exhibitors must use Showground electricity supply only.**

Please indicate if electricity is required Yes ☐ No ☐

THIS FORM IS FOR PRINT USE AND POSTAL SUBMISSION

If you require a digital form, you can download one at www.royalcheshireshow.org/trade-stands/

Booking Summary			
	No.	£	p
4m x 3m space (including hire of table + 3 chairs) @ £205.00 per pitch			
Sub Total			
VAT No. 310 1531 30 VAT			
ONE-DAY EXHIBITOR TICKET each (inc. VAT) @ £20.00			
TOTAL ENCLOSED			

Please return completed Application Form, payment and other relevant forms to:

Cheshire Agricultural Society CIO
Clay House Farm, Flittogate Lane,
Tabley, Knutsford, Cheshire WA16 0HJ



Full payment must accompany all applications.

Cheques to be made payable to: Cheshire Agricultural Society CIO.

*Post dated cheques and applications will be returned, which will cause delay in allocating your plot/s.

BACS payment which must quote ref: your trade stand name can be made to:

Cheshire Agricultural Society CIO
NatWest Bank Sort code: 55 61 31
Acc No: 70575932

Credit card payments can be made by telephone: 01565 650200.

Please indicate your method of payment: Cheque ☐ BACS ☐ Credit Card ☐

New exhibitors to the Show must include a photograph of their stand or goods with the application forms. Failure to do so may result in a delay in allocating your plot/s

To be completed by all exhibitors

The following details will be printed in the programme. Please note the description should have a : Max 10 words

Description

Contact details

Please note: due to copy deadlines of the show programme, applications received after April 3rd April 2023, will not be included in the Show Programme trade stand listings. Trade Stand applications are still **accepted** after this date.

Trade Stand Competition - Please tick box if you wish to be entered ☐ applications received after the 5th June will not be entered.

Declaration - I have read and agree to abide by the Show Rules and Regulations for Trade Stands

Signed

Print name

Date

Enclosures: ☐ Risk Assessment Form

Please retain a copy of this form for your own records

Reg. Charity No. 1151672



RISK ASSESSMENT

Guidelines for Trade Stand Exhibitors, all of whom **MUST** complete the form overleaf and return with application.

Using the guidelines shown below please consider what risk there is to those building up Trade Stands and to members of the public during the Show. Outline the steps you propose to take to minimise that risk in the table overleaf. Please copy this page if more space is required.

Hazard (Please use as a guide to complete hazard column overleaf)	
Look only for hazards which you could reasonably expect to result in significant harm under the conditions in your workplace. Use these examples as a guide.	<ul style="list-style-type: none"> • Slipping/tripping hazards • Chemicals (e.g. battery acid) • Moving parts of machinery (e.g. blades) • Work at height (e.g. from mezzanine floors) • Pressure systems • Vehicles (e.g. fork-lift trucks) • Electricity • Dust (e.g. from grinding) • Fumes (e.g. vehicle engines) • Manual handling • Noise • Livestock on stand • Lifting operation
Fire Hazard	Combustible materials (rubbish, flammable substances, LPG etc) and ignition sources (flames, smoking etc)

Who Might be Harmed? (Please use as a guide to complete persons at risk column overleaf)	
There is no need to list individuals by name – just think about groups of people doing similar work or who may be affected, e.g.	<ul style="list-style-type: none"> • Office staff • Maintenance personnel • Contractors • People sharing your work place • Operators • Cleaners • Members of the public <p style="text-align: center;">Pay particular attention to :</p> <ul style="list-style-type: none"> • Staff with disabilities • Visitors • Inexperienced Staff • Lone workers – they may be more vulnerable

Is more needed to control the risk? (Please use as a guide to complete controls to minimise risk column overleaf)

<p style="text-align: center;">For the hazards listed, do the precautions already taken:-</p> <ul style="list-style-type: none"> • Meet the standards set by a legal requirement? • Represent good practice • Comply with a recognised industry standard? • Reduce risk as far as reasonably practicable? <p style="text-align: center;">Have you provided:-</p> <ul style="list-style-type: none"> • Adequate information, instruction or training? • Adequate systems or procedures? • In case of fire, a means of escape • Fire detection and alarms • Fire fighting equipment • Fire evacuation plan <p>If the answer to the above is yes, then the risks are adequately controlled, but you need to indicate the precautions you have in place.</p> <p>Where the risk is not adequately controlled, indicate what more you need to do (the 'action list').</p>
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Public Liability Insurance Details

Failure to supply this information may result in your application being delayed and or rejected.

Public Liability Insurance Details	
Insurer Name:	Branch:
Policy Number:	Expiry Date:

RISK ASSESSMENT FORM

Please complete using BLOCK CAPITALS

Company Name:	
Address:	
Responsible Person:	
Date Assessment Undertaken	
Signature of Assessor:	

Hazard See examples overleaf under “hazard”	Persons at Risk See examples overleaf under “who might be harmed”	Controls to minimise risk See examples overleaf under “ is more needed to control the risk”

*FIRE RISK ASSESSMENT

* Liquefied Petroleum Gas (LPG) on site. Yes/No (Delete as appropriate)		

* Must be completed

The Cheshire Agricultural Society Data Protection Policy

The General Data Protection Regulation (GDPR) came into force on 25 May 2018. The Cheshire Agricultural Society is committed to protecting your data. This brief policy sets out the basis on which any personal data that you provide to us, or that we may receive from others about you, will be processed. Data may be held electronically or in paper format and will only be held for a reasonable length of time.

The Cheshire Agricultural Society recognises its position as both controller and processor of your data with regards to the Royal Cheshire County Show. The Society will only use your data and share your data when it has a legitimate reason to do so. You may provide data to us when joining the Cheshire Agricultural Society, booking a trade stand or entering a competition held at the Royal Cheshire County Show. Examples of bodies we may need to share your data with include, but are not limited to; caterers who need to be aware of special dietary requirements; Breed Societies to verify entries; external contractors such as marquee and electricity suppliers; and for safety purposes your emergency contact details may be shared with relevant bodies.

The Cheshire Agricultural Society recognises that you have rights surrounding the data we hold. Individuals may contact the Society's Data Protection Officer (DPO) and exercise your rights to; be informed about the data we hold; have access to the data we hold; have your data rectified; be forgotten and so forth. Should you make a data request The Society will endeavour to respond within the statutory period.

The Cheshire Agricultural Society undertake to keep your data safe and will notify you and the Information Commissioners Office (ICO) should it become aware of any data breach, within the legal time limit of 72 hours. If you are not satisfied at any time with the actions of The Cheshire Agricultural Society you have the right to contact the ICO at ico.org.uk or via their helpline on 0303 123 1113.

Please fill in the consent form below to confirm that you have read the details above and are aware that The Cheshire Agricultural Society hold and will use your data in line with the instructions below.

Name	
Company Name (if applicable)	
Address	
Phone Number	
Email Address	
I am aware that the Cheshire Agricultural Society may need to legitimately publish my details	
I am aware that during the Cheshire Show I may be photographed and images may be used at a later date for promotional purposes	
I have read the details above and I acknowledge that I am aware of the Cheshire Agricultural Society's Data Protection Policy and will contact The Society's DPO should I have any concerns.	
Signature Date.....	



Sponsorship Package

The Royal Cheshire County Show is the largest and longest established two-day, 'show case' event of its kind in the North West and is enjoyed by over 80,000 visitors each year. It is a prestigious, high profile event attracting wide media coverage including radio and television.

The Show is organised by the charity, Cheshire Agricultural Society CIO and is constructed and successfully delivered by a small team of staff and a vast army of dedicated volunteers.

Given the tremendous success of the Royal Cheshire County Show and the large audience that it attracts from within the County and beyond, the Show is seen to be an attractive sponsorship opportunity which can deliver high quality PR benefits and demonstrate the Sponsors commitment to Corporate Social Responsibility.

Sponsorship is also a great way to highlight and enhance your presence at the Show to the thousands of visitors attending this prestigious event. This can be done through banner placement and appropriate PA system announcements.

Sponsorship can range from complete sections of the show e.g. Food Hall, Main Ring, Cattle, Horse, and Game Fair etc, to Class sponsorship within the many sections of the Show.

Sponsorship can and will be tailored to your needs and budgets. It also brings with it a bespoke benefits and privileges package to you, the sponsor.

If you would like further information of the sponsorship packages, please fill in and return the form below and we will forward more details to you shortly.

**Should you prefer an informal chat about sponsorship, please call
Rob Davenport Show Director on 01565 650200.**

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I am interested in the Royal Cheshire County Show Sponsorship please contact me to discuss further details to:

Contact Name

Company Name.....

Address

.....

.....

.....

Tel no.

Email



Cheshire Agricultural Society CIO
Clay House Farm
Flittogate Lane
Tabley
Knutsford
Cheshire WA16 0HJ



- Toilets
- St. John's Ambulance (4F)
- Show Office (4D)
- Trade Stands
- Livestock
- Main Ring
- Members Enclosure
- Public Car Park
- Mothers' Union Baby Changing
- Trophies & Results
- Food
- Cash Point
- Gate
- Meeting Point



Showground plan sponsored by:



Please note: Plan is for illustrative purposes only and is not to scale. The Society reserves the right to alter without notice the layout as shown.
Cheshire Agricultural Society CIO Clay House Farm, Flittogate Ln, Tabley, Knutsford, Cheshire WA16 0HU

Trade Stand Competition

The Royal Cheshire County Show wishes to encourage and reward trade stand exhibitors that present their respective businesses in an attractive user friendly way, to the many thousands of visitors attending the show. The Royal Cheshire County Show operates a very popular trade stand competition each year for all categories of trade stands.

1st, 2nd, 3rd & Highly Commended will be awarded at the discretion of the judges in each section. In addition to the prestigious trophies awarded, 1st prize winners in each category will receive a 10% discount voucher to be used for their 2024 booking. The overall Championship Trade stand will also receive a further 15% (25% overall) discount voucher to be used in 2024.

Judging of the various categories as below takes place on the first morning of the show, with the overall Champion being judged in the afternoon of the first day.

Judges will consider Overall Appearance – Layout – Information and Effort

Champion Trade Stand

(Judged from the winners of Classes T1 to T9)

Class T1 – Best Agricultural Stand

Stands in D1, D2, D3, D4, D5, D6 and in the Agri-Centre

Class T2 – Best Retail Stand in C Rows

Stands in: C1, C2, C3, C4, C5, C6 and C7

Class T3 – Best Retail Stand

Stands in: B1, B2, E1, mini-shedding

Class T4 – Best Stand for Motor Vehicles

Class T5 – Most Attractive Stand in Shoppers Mews

Class T6 – Most Attractive Stand on the Farmers Market

Class T7 – Most attractive stand in the Food Village

Class T8 – Speciality Stands in the Rural Life Area

Class T9 – Market of Makers

Good luck!

Alan Ford and John Ball, Chairmen



To enter your Trade Stand, simply tick the appropriate box on the Trade Stand Application Form.

* Discount voucher applies to plot hire charge only and not any other additional items e.g. marquee/furniture hire, electricity, tickets etc.