



SOUTH OF ENGLAND SHOW 2019

(THURSDAY 6TH – SATURDAY 8TH JUNE)

STAND APPLICATION FORM

Exhibitor Name:	Website:
Contact Name:	Email:
Address:	
Post Code:	
Landline Telephone:	Mobile Telephone:
Facebook:	Twitter:

I wish to retain my stand location from 2018

I wish to request a change of stand location (please mark preferred location on enclosed map)

Covered space (Sold only in units of 3 metres)	Price per bay (+VAT)	Frontage (metres)	Fixed depth (metres)	No. of Bays	Amount £
Floored Shedding Bay	£793.49	3m	6m		
Shopping Pavilion/Shopping Parade	£424.54	3m	3m		
Corner Surcharge					£100.00

OPEN SPACE	Price per m ² (+VAT)	Frontage (metres)	Depth (metres)	Total Meterage	Amount £
Commercial/General Trade Yellow zone only (min 4 x 3m)	£25.50				
Commercial/General/Motor Trade (min 6.5 x 6.5m)	£15.90				
Commercial/General/Motor Trade (min 9.5 x 9.5m)	£15.60				
Agricultural & Nursery exhibits (min 6.5 x 6.5m)	£7.80				
Registered Charity (min 6.5 x 6.5m) Charity Reg No.....	£11.93				
Discover the Countryside	POA				

Corner Surcharge £100.00

FOOD & DRINK	Price per bay (+VAT)	Frontage (metres)	Fixed depth (metres)	No. of Bays	Amount £
Food Hall	£255.93	2m	3m		
Food Hall	£383.90	3m	3m		
Food Village	£293.63	3m	3m		
English Wine Walk (not selling for consumption)	£293.63	3m	3m		
English Wine Walk (selling for consumption)	£393.63	3m	3m		

(VAT Registration Number 191014787) **VAT @ 20%**

Reduced membership to The South of England Agricultural Society (except Registered Charities) **£35.00**

Total: (please make cheques payable to SEAS)



ADDITIONAL TICKETS & PASSES & SUNDRY ITEMS

Additional Tickets & Passes	Rate (Inc VAT)	Number Required	Total Amount £
Daily Exhibitor tickets – Valid any day	£12.00		
Exhibitor tickets (Book of 3)	£36.00		
Guest tickets – Valid any day	£12.00		
Vehicle Labels			
Vehicle Labels	Rate (Inc VAT)	Number Required	Total Amount £
Pre-Show Vehicle Pass Number Plates.....	F.O.C	Two only	
Lorry Park Pass - Commercial vehicles over 1 ton can park in the Lorry park. Number Plate.....	F.O.C	One only	
Static Vehicle Pass Number Plate.....	F.O.C	One only	
Daily stand re-stock pass Number Plate.....	F.O.C		
Caravan Pass Number Plate.....	£33.00		
Sundry Items			
Sundry Items	Rate (Inc VAT)	Number Required	Total Amount £
Alcohol License (only required if selling alcohol products)	£18.00	N/A	
Table (6ft by 2.4ft)	£7.00		
Chair	£2.00		
Grand Total: (please make cheques payable to SEAS)			

Information from this form will be used for your free catalogue entry. Please indicate if you do not want them included.

Description of products or services:

I/We agree to abide by the Terms and Conditions of the South of England Agricultural Society.

Signature: **Name:** **Date:**

Please return your completed application form to: Corrie Ince, South of England Agricultural Society, Selsfield Road, Ardingly, West Sussex RH17 6TL. **Email:** corrie@seas.org.uk



PAYMENT FORM

Company Name

Total amount to pay (from application form) £.....

50% deposit to be paid by 7th December 2018 £.....

Outstanding amount to be paid by 1st April 2019 £.....

PAYMENT BY CHEQUE:

Please make cheque payable to SEAS
(payment by cheque will not be accepted after 17th May 2019)

BACS PAYMENT DETAILS:

Account Name: SEAS
Bank: Lloyds Bank
Account: 01265561
Sort Code: 30-18-30
(please give your company name as reference)

PAYMENT BY CREDIT/DEBIT CARD:

Your card will be debited by 50% of the total amount due, if the application is received before the 1st April 2019. Or by the total amount after the 1st April. Payment of any outstanding amounts will be debited on the 1st April 2019.

Please charge my card account:

Amount: £..... outstanding amounts will be charged on 1st April 2019

Card number:

Expiry Date:/...../.....

Security Code:

Postcode where card is registered:



RISK ASSESSMENT GUIDANCE

IMPORTANT NOTICE:

Please read the guidance below and then complete, sign and return the Risk Assessment Form overleaf.

POTENTIAL HAZARD

Slipping/tripping hazards, chemicals (e.g. battery acid), moving parts of machinery (e.g. blades), work at height, pressure systems, vehicles (e.g. fork-lift trucks), electricity dust (e.g. from grinding), fumes (e.g. vehicle engines), fire (e.g. combustible materials, rubbish, flammable substances, LPG etc.) and ignition sources (flames, smoking etc.), manual handling, marquee erection and weather related risks, noise, livestock on stands, lifting. **Look for hazards which you could reasonably expect to result in significant harm under the conditions in your workplace.**

WHO WOULD BE HARMED

Hazard - **Who might be harmed?** Office staff, maintenance personnel, contractors, people sharing your workplace, cleaners, operators, members of the public. Pay particular attention to: staff with disabilities, visitors, inexperienced staff, lone workers -may be more vulnerable.

There is no need to list individuals by name – just think about groups of people doing similar work or others who may be affected.

For the hazards listed, do the precautions already taken meet the standards set by a legal requirement, comply with a recognised industry standard, represent good practice, reduce risk as far as reasonably practicable?

Have you provided adequate information, instruction or training, systems or procedures?

If so, then the risks are adequately controlled, but you need to **indicate the precautions you have in place.**

Is more control needed to reduce the risk? Where the risk is not adequately controlled, indicate what more you need to do on the Risk Assessment Form, i.e. remove the risk completely, try a less risky option, prevent access to the hazard, organise work to reduce exposure to hazard, issue personal protective equipment, provide welfare facilities (e.g. first aid).



RISK ASSESSMENT FORM

Potential Hazard:	Who would be harmed:	Existing Controls:	Further actions required:

Risk Assessment for:
Date:
Prepared by (PRINT):
Signature:

Zone Key

- Yellow Zone
- Green Zone
- Blue Zone
- Discover the Countryside
- Livestock Area
- The Food Hall/Village/ English
- Wine Walk
- Shopping Pavilion

2019 SOUTH OF ENGLAND SHOW MAP

