

**SHOW TERMS** applying to pitches at the Horbury Show ("the **Show**") run by the Rotary Club of Horbury & Ossett Phoenix ("we" or "us"). Anyone applying for space at the Show ("you") (1) **agrees to comply** with these terms (2) **confirms** that you comply with any other terms, regulations or insurance requirements which apply to any activities you wish to undertake at the Show and (3) **agrees to indemnify** us against anything which may arise if you breach any of these terms or any regulations.

**Your Pitch and the Show layout.**

1. **Only pre-booked and pre-paid stalls are allowed.** We do not allow access to the Show (a) to anyone turning up on the day of the Show who has not pre-booked and pre-paid and/or (b) to anyone who has pre-booked but does not have or send to us the required insurance / risk assessment / other documents
2. A standard pitch is 4 metre frontage with maximum depth of 4 metres + space for 1 vehicle (no larger than a medium size van). Larger pitches are available by negotiation. We have absolute discretion as to the layout of the Park, the Rings, the Pitches and the location of any stalls and activities at the Show.
3. Any application is for **space only** at a designated pitch or area. We do not provide stalls, tables, covers power or water supplies – please ensure that you bring anything that you need. All stall holders and other attraction owners **must remove all equipment (whether damaged or not) and all rubbish or refuse**, from Carr Lodge Park at the end of the Show and by 18.00 at the latest.
4. Please see our application form as to **non-refund of fees on cancellation or non-attendance**

**Access, Vehicles and speed limit.**

5. There are **access and speed restrictions** in the Park. Please follow the Yellow traffic direction signs to the Park entrance for stall holders. This is the top entrance to the Park at the Sunroyd Hill / Dovecote Lane / Gagewell Lane intersection. You **should not** use Stannard Well Lane to get to this entrance. You **will not** be able to access any Pitch with a vehicle from any other Park entrance.  
**A speed limit of 5mph (walking pace) applies to all vehicles in the Park. Vehicle movements in the Show area are prohibited between 11.00 and 16.30**
6. No vehicle wider than 2.75 Metres (9 foot) and no long vehicles or heavy goods vehicles e.g. articulated lorries / coaches will be able to get into the Park due to entrance restrictions.
7. To ensure adequate access and public safety, we may direct where vehicles must be parked which is not necessarily at a pitch. We may require vehicles to be moved after unloading or if we consider it / they could be an obstruction. Additional vehicles must be parked only in areas which we designate.

**Restrictions on stall types and activities (Wakefield MDC (WMDC) also impose terms (see below))**

8. We grant exclusivity in certain commercial areas – running a Bar; sales of food + drink; confectionery; ice cream and fairground attractions. We can require other stalls to stop selling items we think may compete. If the competing stall holder does not do so they may be asked to leave the Show and Carr Lodge Park.
9. We limit the number of tombola or similar stalls. You must not sell raffle, lottery or other tickets or hold a tombola / free prize draw without our prior agreement. **No cash / bucket collections / ticket sales are allowed anywhere in the Park and you cannot sell any items away from your designated Pitch.**
10. To ensure public safety, **you must not restrict or obstruct any walkways or anything we say is an access road.** You can only operate at your designated Pitch and then behind the front line of that Pitch.
11. We can require a stallholder to stop selling specific items or to cease particular activities (including use of noisy equipment or machinery) if we believe these could be or a nuisance or annoyance to the public, other stallholders or Show participants or cause us to breach any of the terms imposed by WMDC or our insurers. **No religious or political activities may take place at the Show.**

**Our Requirements and those of Wakefield MDC (who can change them at any time):**

12. **If you / your activity should have insurance and / or a completed risk assessment** then you must provide evidence of insurance and / or risk assessment to us no later than **Friday 08<sup>th</sup> May**. If not supplied, then WMDC may refuse permission for the activity and we will in any event refuse entry to the Show.
13. All commercial activities must hold a current policy of insurance in respect of public liability or third party risks (including product liability if appropriate). **Evidence of insurance cover will be required and failure to supply this before the Show will result in our refusing entry to the Show.**
14. If you operate any ride, inflatable or machinery to which the public has access, you will be required to carry out, and to comply with, appropriate Risk assessments relating to your proposed activities. Evidence of this, any required permits/certificates, up to date inspection certificates and evidence of training of operatives, must be supplied before the Show **and** be available at the Show.
15. WMDC will not permit closed air supported structures (inflatables such as bouncy castles). No large inflatables are allowed. All open-air supported structures are to be securely tied down.
16. If you do anything requiring compliance with public health / hygiene (e.g. any type of food sales) then you must comply with all requirements and display all appropriate notices and valid certificates.
17. In addition to producing evidence of insurance and risk assessments etc at time of booking, you must be able to produce such evidence to the Show's Health&Safety Manager and to stewards at the Show or to WMDC employees / agents on the day. Failure to do so may result in you being told to leave the Show.
18. You must notify us if you intend to bring any **generator** and follow our instructions as to siting and use. If it causes a nuisance or if it could be a risk to anyone, then we can require you to stop using it/remove it.
19. No-one may provide, sell, supply or offer as prizes any live animals (e.g. goldfish) under any circumstances nor sell or supply alcohol at to anyone at the Show. No-one is to offer or provide alcohol as prizes in raffles, tombolas or otherwise to anyone who is or could be under the age of 18.