

PORTISHEAD SUMMER SHOW - TRADE STAND REGULATIONS FOR 2022 SHOW

The Show is organised by the Portishead Horticultural Society (PHS).

The following regulations assume that there are no COVID restrictions, and therefore may be subject to change should the need arise.

Please note NO Arena Event type sites can be booked other than via the Arena Events Secretary and we do not accept applications from catering vans as all refreshment concession arrangements are organised by the main Committee. The Committee have booked the concessions for the 2022 Show.

APPLICATIONS & STAND ALLOCATION

Sites will be reserved upon receipt of a completed application form, subject to availability. We will endeavour to site regular exhibitors on the same pitch as in previous years, but cannot guarantee this. As we wish to encourage a variety of stands the Society reserves the right to limit the number of Traders selling similar products. Early applications are advised to avoid disappointment.

SPACE

Is sold in multiples of 3 metres, with a depth of 3 metres. Outside display caravans, mobile units etc, will be charged according to size.

FOOD STALLS

Whilst we welcome Traders who sell food items the Committee have authorised specific food concessions and have their own Refreshment Tent. We wish to avoid any conflict, Traders are therefore NOT to sell food for immediate consumption from their stalls, unless otherwise approved by the Committee in advance of the Show. Samples are permitted.

TABLES/CHAIRS

6 foot trestle tables and folding chairs can be hired and should be requested on your application form. Should you need additional equipment please call the Trade Secretary as soon as possible

POWER SUPPLY

13 amp power supplies to run low demand electrical units can be provided at many sites within the marquee. Each marquee has adequate overhead lighting. Power is not available outside of the marquee. Portable generators are only allowed with prior approval.

FUNDRAISING/CHARITIES

Please note there will be limited numbers of Charities allowed. Traders wishing to hold a raffle prize draw for any charitable or other purpose must comply with the provisions of the Betting and Lotteries Act. Fundraising may only take place in the immediate vicinity of the allocated site. Stall holders claiming charity status must provide evidence of their standing (i.e. Charity Number) when applying for sites. No response will be made to those who do not provide this

SETTING UP

The Showground will be open from 09.00 to 22.30 on the Friday before the show and from 07.30 Saturday and must be completed by 12.00 noon Saturday.

Please note that exhibitors with stands inside the marquee are not permitted to erect gazebos.

Please bear in mind that it may be windy on the field if using a gazebo, so please endeavour to secure it firmly. The Society cannot be held liable for any damage to gazebos.

JUDGING

The three classes of traders (General/Horticultural/Charity) will be judged during setting up the first day of the Show. All Stands are to be ready for Judging by 12.00 noon Saturday.

TRADING

The show opens from 12.00 to 18.00 (6.00pm) on Saturday and 10.00 to 18.00 (6.00 pm or when The Show is formally closed if earlier) on Sunday. Naturally, Traders may sell their goods/services for the whole period the Show is open.

DAMAGE

No holes are to be dug in, or damage caused to the Showground. You should take all rubbish with you and dispose of it correctly. There will however be rubbish bins in the field should you wish to utilise this facility, please follow the recycling instructions.

SECURITY

The Society will take all reasonable care of Exhibits and Goods held in trust at the show. To this end a professional security company is employed for 4 nights. We advise Traders to obtain insurance cover to protect themselves against loss, damage or liability. Portishead & District Horticultural Society does not accept responsibility for any loss, damage or liability.

CATERING AND AMENITIES

Refreshments will be available at reasonable prices throughout the opening hours of the show.

Toilet facilities are available in Portaloo's, there is also a disabled toilet in the pavilion.

DISMANTLING

NO PART OF A TRADE STAND MAY BE DISMANTLED OR REMOVED BEFORE the SHOW is declared closed on the Sunday. Please observe this regulation, as even late comers have paid entry to the show and are entitled to see the WHOLE of the show. For safety reasons NO vehicles - including Traders, Volunteers or exhibitors are permitted to move their vehicles into the front of the Showground until the Show has closed and the public have left the Field.

INFORMATION PACKS

We aim to send out details of the stand location, permits, etc. prior to the Show via email. Alternatively a pack can be collected from the Trade Stand Secretary on the Friday or Saturday morning of the Show and the Trade Secretary (or in her absence a member of the Committee) should be available to escort you to your trade space.

VEHICLE PASSES

Traders will be issued with One Trader Vehicle Pass, allowing access to the Traders Car Park at the rear of the marquees during the show. This must be displayed prominently and shown before entry. No vehicle will be admitted, without a valid pass whilst the Show is open to the public. Prior to the show, Vehicles are allowed entry to the field without passes. All vehicles must vacate the field by 11.30 on Saturday. Ample parking is available in the Visitors Car Park (opposite the Show field). No Traders vehicle may move or park elsewhere on the Showground during the Show for safety reasons.

TRADERS PASSES

Two Traders Passes will be issued to each Stand. This allows unlimited access during the Show. These will be made available on arrival at the Show (or sooner if requested)

LIMITED PASSES

Charities may request up to 6 limited passes free of charge to accommodate volunteers covering the Charity stands.

Traders may purchase 6 limited passes each pass allows one days entry to the Show. Limited passes are £4.00 per day please specify when booking whether you require passes for Saturday or Sunday. If you require these passes after you have submitted your application please contact the Trade Secretary.

FIRST AID

During the event, first aid will be provided by St Johns Ambulance . Their location is by the Show Office. The nearest hospital for accident and emergency is Clevedon Cottage Hospital.

ENTERTAINMENT IN EVENT OF POOR WEATHER

Please note that in the event of poor weather we may move musicians into the marquee to enable them to continue to perform for our visitors. We will endeavour to do this at the top of the Refreshment Marquee.

DIRECTIONS

The Show Ground post code is BS70 7RA and is visible on Google Map, it is opposite Gordano School . The Traders Gate (no 4) is off the B3124 Clevedon Road towards the rear of the marquees/Showfield. The Public Car Park is in Clapton Lane, opposite the Show Field. A map of the field layout can be found on our web site www.portishedsummershow.com in the section Getting there.

PLEASE SEND COMPLETED APPLICATIONS AND CHEQUES MADE PAYABLE TO:

PORTISHEAD HORTICULTURAL SOCIETY (PHS)

to: The Trade Secretary : Mrs Anne Pillay, 1 Hedges Close, Clevedon, BS21 7YH

Payments can also be made by BACS please contact the Trade Secretary to arrange - 07846 323892.

Issue 02 - 26/10/2021