

**CHEPSTOW AGRICULTURAL SOCIETY LTD**  
**CHEPSTOW SHOW**  
**CHEPSTOW RACECOURSE**  
**SATURDAY 12<sup>th</sup> AUGUST 2023**

**Application for Trade Stand Space – Closing Date 25th July 2023**

Please return this form, Risk assessment, Insurance Policy and Payment to Mrs Isabel Coates, Tradestand Coordinator, St Dials Farm, Mitchel Troy, Monmouth, NP25 4HY.

E-mail: [chepstowshowtradestands@outlook.com](mailto:chepstowshowtradestands@outlook.com)

**Please read the accompanying Show Regulations and Health & Safety Requirements before completing this document. A completed Risk Assessment MUST be returned with this application (using the pro-forma attached) along with a copy of your insurance certificate.**

Please submit your application as soon as possible as spaces are allocated on a “first come – first served” basis.

Name ..... Trading as .....

Address .....

..... Post Code .....

Phone No ..... Mob No.....

E-Mail .....

Type of Goods Exhibited .....

Name of Person in charge on Show Day .....

**APPLICATION FOR OUTSIDE STAND SPACE**

*The minimum frontage for all outside stands is 3 metres*

Booking date	Depth of Stand	Metre frontage required (min. of 3m) A	Cost per metre frontage B	Metre frontage req'd x cost per m frontage A x B
Before 1.5.23	6m		£15	
	12m		£20	
After 1.5.23	6m		£20	
	12m		£25	

Please note if you would like a specific plot please contact the Secretary to discuss, there may be an additional cost to reserve a specific tradestand plot.

**APPLICATION FOR A REGISTERED CHARITY STAND SPACE**

Name ..... Charity Registration No .....

*Minimum Frontage 3 Metre. Stand Depth 6 metres only.*

Frontage Required A	Cost Per Metre Frontage B	Total Cost A x B
	£10	

**VEHICLES**

Please state the number of vehicles and/or caravans you plan to feature on your stand. ....

**GENERATORS**

Please state if a generator will be in use on you stand. **YES / NO**

**FOOD HALL & FOOD COURT**

**PLEASE NOTE THERE IS NO MAINS ELECTRICITY OR WATER ON SITE.**

**Please note we are offering stands within the foodhall marquee as normal but from 2018 we have developed a food court area for those cooking food on site or that want to use their own gazebo (no cooking will be permitted within the foodhall marquee).**

Please refer to the Show's Regulations concerning use of mobile generators. *Standard space provided is 2 metre frontage x 2 metre depth (incl 1 table 1.83m x 0.76m)* **Please send a copy of your Food Hygiene Rating.**

**Stands WITHIN FOOD HALL MARQUEE 2m x 2m (incl table 1.83m by 0.76m).  
No. of spaces required..... at £60 /space = £.....**

**Stands WITHIN THE FOOD COURT each space 3m by 3m (no marquee or gazebo provided).  
No. of spaces required..... at £120/space = £.....**

**CRAFT & SHOPPING MARQUEE**

*Standard space provided 2metre frontage x 2metre depth (incl 1 table 1.83mx0.76m)*

**No of spaces required ..... at £50 / space = £.....**

**Please comment on what position you would like.....**

*Specific places (Corners, Entrances etc.) will be allocated on a "first come first served" basis.*

## **CAR PARK AND EXHIBITOR PASS ALLOCATION**

Stand Frontage Trade Stand	Car Passes	Exhibitor Passes
3 – 5 metres	One	Two
6 – 14 metres	Two	Four
15 metres or over	Three	Six

1. Additional Trade Stand car park passes are **£5** each and Exhibitor passes **£8** each. These must be ordered and paid for at the time of booking space.
2. The Trade Stand car park pass displayed on the windscreen admits the vehicle only. If individual Exhibitor passes are not shown normal admission charges will be payable.
3. Vehicles entered as part of an exhibit will be issued with separate Trade Stand site passes.
4. All vehicles, other than those referred to in paragraph 3 above, must leave the area of their Trade Stand space before 9am on Show Day. Vehicles may return for dismantling from 5pm.

## **PAYMENT**

Outside Trade Stand Space £ .....

FoodSpace £ .....

Craft & Shopping Space £.....

Extra Car Passes (£5 each) £ .....

Extra Exhibitor Passes (£8 each) £ .....

**TOTAL £ .....**

**NO RESERVATIONS CAN BE ACCEPTED WITHOUT FULL PAYMENT!**

**Cheques should be made payable to Chepstow Agricultural Society  
Or pay via BACS A/C no 30989606 Sort code 20-60-58  
Please write your company name as the reference.**

**The ground does not have unlimited space for trade stands and therefore early application is recommended. Late bookings will only be accepted against cash payment and are at the discretion of the society.**

**PLEASE NOTE ACCESS TO THE SITE TO SET UP TRADE STANDS IS  
AVAILABLE DURING THE FRIDAY DAY BEFORE THE SHOW – 11am until 6pm  
AND FROM 7AM ON SHOW DAY. ALL TRADE STANDS MUST BE READY FOR  
BUSINESS BY 9AM ON SHOW DAY.**

**I / We agree to abide by the Society's regulations relating to Trade Stands, to comply with all Health and Safety requirements and have completed the Risk Assessment returned herewith.**

**Signature ..... Date .....**