



Cumberland Agricultural Society  
Dalmar House  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

T: 01228 812601

E: [secretary@cumberlandshow.co.uk](mailto:secretary@cumberlandshow.co.uk)

[www.cumberlandshow.co.uk](http://www.cumberlandshow.co.uk)

Vat 257 3084 54

## Craft Marquee

### **Cumberland Show Saturday 15<sup>th</sup> June 2019 East Park**

The Cumberland Show is an annual county event promoting agriculture and rural life, and this will be the 181<sup>st</sup> Show. This coming year it is to be held on Saturday 15<sup>th</sup> June at East Park, Brisco, CA4 0RB.

The Society is looking forward to build upon the 2018 Show and develop it's features and activities at East Park to ensure an excellent value family day out, displaying the best of rural Cumbria alongside a great entertainment schedule.

The Cumberland Show is ideally suited to attract new business and promote your products to the many thousands who attend.

**The Craft Marquee is for small scale, home / self made products only, for example greetings cards, jewellery and small home furnishing items.**

Space is limited, thus early booking is recommended. Once places are filled a waiting list will be created.

I enclose a Craft Marquee application form, which should be returned as soon as possible to ensure your space is reserved.

I look forward to receiving your application and welcoming you to the Show at East Park.

Yours faithfully,

*Jill Dunglinson*  
Show Secretary



**Cumberland Agricultural Society**

**The Cumberland Show**

# **Craft Marquee Application Form**

**Saturday 15<sup>th</sup> June 2019**

**East Park**

**Craft Marquee Reservation Form**

**Applications Close 26<sup>th</sup> April 2019**

**Your Contact Details:**

**Business Name:** ..... **Contact Name:** .....

**Address:** .....

.....

.....

**Postcode:** .....

**Tel No.** ..... **Mobile No:** .....

**Email:** .....

Please give a brief and accurate description of your craft (**the Craft Marquee is for small scale, self made items only**). This information will be listed in the Show Guide. Please enclose a photograph if not previously forwarded.

.....

.....

.....

**Your Requirements:**

**Craft Marquee Fee** £35 per 6ft table. **No power points are available.**

**No. of Tables:**  £.....

**Personnel Passes** One trade pass is included for each table.

Extra Trade Pass (max 1 / table) - **£8 each** (incl. vat) **No.**  £.....

Show Entry Tickets - **£11 each** (incl. vat) **No.**  £.....

**Total Fee:** £.....

Payment may be made by cheque or BACS

Cheques payable to **Cumberland Agricultural Society** BACS Details - Sort Code: **40-16-22** Acct No. **20262471**

Responsibility for the arrangement of any necessary insurance rests with the Craft exhibitor.

I/We agree to comply with the rules, safety requirements and conditions of the Cumberland Agricultural Society.

**Signed:** ..... **Date:** .....

The Cumberland Agricultural Society reserves the right to refuse any applications. Exhibitors will be notified when their applications have been accepted and the reservation fee will be refunded to those who have been unsuccessful.

**If successful, Trade Packs will be posted approximately 3 weeks before Show Day.**

*They will not be sent until FULL payment and all necessary documentation have been received.*

**Please return to:**

**Cumberland Agricultural Society, Dalmar House, Barras Lane Estate, Dalston, Carlisle, CA5 7NY**

01228 812601 – secretary@cumberlandshow.co.uk - www.cumberlandshow.co.uk

**Closing Date: 26<sup>th</sup> April 2019**

**Cumberland Show**  
**Saturday 15<sup>th</sup> June 2019 - East Park**

**Important Notice to All Trade Exhibitors**

The Society intends to provide a safe and healthy Show for all concerned and requires that Trade Exhibitors fully comply with their responsibilities.

In addition, Trade Exhibitors are required to provide the Society with the following documents:

- A Risk Assessment covering all their activities on the Showground (see note below)
- Certificates of Public Liability insurance and, where appropriate, Employers' Liability insurance (copies are sufficient but they must confirm cover to be in force for the duration of your presence on the Showground)

In addition, compliance is required with the Rules of the Society and all relevant HSE Guidelines, Codes of Practice and Guidance Notes. Specifically:

- 1 Machinery or equipment must only be operated by a person over the age of 16 years who is fully experienced in its use and wearing the correct protective equipment.
- 2 All operating machinery must be properly guarded and exhibited in accordance with HSE SIM 1/2001/04. The use of pedestrian controlled grass-cutting equipment is permitted strictly within the area of your Stand. The use of any other equipment must be authorised by the Society's Safety Officer prior to use. The towing of vehicles or equipment by any means other than a fixed and rigid drawer bar must also be pre-authorised and supervised by at least one person other than the driver of the vehicle.
- 3 The use of ATVs, motorcycles or other similar vehicles is prohibited unless authorised by the Safety Officer. If authority is granted, the correct protective equipment and headgear must be worn.
- 4 In relation to LPG, compliance with Guidance CS4 and C of P 7 is required. Only quantities of LPG sufficient for use at the Show must be brought on to the field.
- 5 Chemicals and substances which may be hazardous must be displayed only by means of empty and clean containers.
- 6 Exhibitors must provide adequate fire extinguishing appliances suitable for their Stand and activities.
- 7 All portable generators must be protected by a 2m earthing rod or integral earthing device and also a Residual Current Device set at no more than 30MA sensitivity. All connections should comply with IEE wiring regulations, trailing cables should be buried or covered using cable protectors and sockets must be glanded.
- 8 The use of inflatable play equipment is only allowed with prior permission and full compliance with HSE Information Sheet 7. Care must be taken to fully secure inflatables against bad weather.
- 9 The use or keeping of livestock on Trade Stands is not permitted unless prior consent is obtained from the Society. In the event of permission being granted, full compliance with rules and regulations relating to Livestock Exhibitors is required (a copy will be provided upon request) along with full compliance with appropriate regulations issued by DEFRA current at the time of the Show.
- 10 All lifting work must be carried out in accordance with LOLER.
- 11 The Society reserves the right to inspect Exhibitor's Stands and any machinery or equipment brought on to the Showfield at any time.
- 12 Intoxicating liquor may not be sold without prior permission. The Exhibitor shall be responsible for obtaining such license/temporary events notice as may be needed for sale or supply of intoxicating liquor, Performing Rights Society or otherwise and for the observance of the same. Copies of all permissions must be lodged with the Secretary 7 days prior to the Show.

Under Construction (Design and Management) (CDM) there is a regulation for trade stands which will be having temporary structures on their pitch (including marquees and cabin style structures), supplied and erected by a contractor or owned by yourselves. Build work contracted by trade stands directly with their appointed contractors is the responsibility of those individuals. A copy of the Construction Phase Plan documentation completed by your marquee provider is required for the Society to view prior to the Show. For more information visit [www.hse.gov.uk](http://www.hse.gov.uk) or please contact your supplier in the first instance.

#### **Note relating to Risk Assessments**

We require all Trade Exhibitors to submit a copy of their own Risk Assessment in advance of the Show otherwise entry to the field will not be allowed. The assessment must cover all the activities being carried out on the Exhibitor's Stand for the full duration of their presence on the field, i.e. to include setting up and dismantling as well as Show Day activity. If this is not possible you must sign and return a copy of the enclosed Generic Risk Assessment which has been prepared by the Society. Please note that if you use this document it is entirely your responsibility to ensure it is adequate for your needs and covers all your activities. The Society will not accept any responsibility for errors, omissions or inaccuracies within the assessment.

#### **Major Emergency**

The Society has an Emergency Plan. In the unlikely event of a major emergency the plan requires you to return to your Stand and listen carefully to instructions via the Public Address systems or from Emergency Service Providers or authorised Society Officers.

#### **Privacy Policy**

The Cumberland Agricultural Society is committed to protecting the privacy of persons interacting with the Society. For more information regarding this please visit [www.cumberlandshow.co.uk/content/privacy-statement](http://www.cumberlandshow.co.uk/content/privacy-statement)