



THE
LIVERPOOL
INTERNATIONAL
HORSE SHOW

Liverpool International Horse Show Trade Stand Application (28/12/18 – 31st/12/18)

Business Name			
Trading Name for Signage/Programme			
Contact Name			
Contact Numbers	Tel	Mobile	
E-mail and Website	E-mail	www.	
Address			
Postcode			
Brief description of your business for the programme & our website, max 12 words			
Brief description of brands / products for sale			
Vehicle Type (to reserve parking)			Length
Returning Exhibitor	Yes / No		
New Exhibitor	Yes / No <i>Please include recent photographs of your stand at another show</i>		
Piazza / Shopping Hall	Price	Size	Total £
<p>Piazza Stands are at the main entrance level and Shopping Hall is on the lower floor.</p> <p>Piazza Shopping Floor - minimum size 3m x 2m;</p> <p>Hall 2 – minimum size 3x3 and thereafter in 3m x 3m increments</p>	<p>£85 per square metre</p> <p>£105 per square metre</p>	<p>Frontage:</p> <p>Depth:</p>	
Trade Stand Preference	1.	2.	3.
<i>Please list your 3 location preferences with number 1 being your most preferred location</i>			

Separate Retail Unit	Price Per Retail Unit	Size (Fixed)	Total £
Located in the Upper Galleria in lockable rooms with double doors	£1800 Plot Number:	4.54m x 5.16m	
Concourse	Price Per Unit	Size (Fixed)	Total £
N.B. no access to the public until 12.00 noon	£500 Plot Number:	3m x 2m	
Lockable Storage Space	Price Per Unit	Size (Fixed)	Total £
Upper Galleria Area	£150	2m x 2m No of Units:	
Additional Wrist Bands	£25 each	Number:	
		Sub Total	
		VAT @ 20%	
		Grand Total	
Deposit – due at the time of application			
Please attach a cheque or a BACS payment of £300 + VAT which will not be processed / will be refunded should your application be unsuccessful			
The remaining balance will be required to be paid by 1 November 2018..			
On receipt of the balance a Trade Stand Information Pack, including passes and all associated information will be sent in advance of the show.			
APPLICATION CHECK LIST			
Please note that your application will be returned to you should it arrive without a deposit, copy of your risk assessment and public liability insurance			
Deposit Attached / Paid? – Yes <input type="checkbox"/>			
Risk Assessment Completed and Attached – Yes <input type="checkbox"/>			
Copy of Public Liability Insurance attached – Yes <input type="checkbox"/>			
Please read the attached Terms and Conditions carefully, then and sign, date and print name below			
Signature:	Name:	Date:	

Liverpool International Horse Show (28th – 31st December 2018) Trade Stand Terms and Conditions

1. APPLICATION FOR SPACE

All applications for Trade Stand space must be made by completing the Trade Stand Application Form, which must be signed by the Exhibitor, such a signature being an acceptance of these Terms and Conditions. Such Application and these Terms and Conditions constitute the entire contract between Bolesworth Events LLP and the Exhibitor and may only be varied in writing being signed by the Exhibitor and an authorised representative of Bolesworth Events LLP. A deposit of £300 plus VAT is required at the time of application in order to secure your Trade Stand space as well as a copy of your risk assessment and public liability insurance. Your application will be deemed incomplete should it not arrive with all requested documentation. A separate application is required for each Trade Stand should an Exhibitor require more than one. The remaining balance will need to be paid by 1st November 2018. After receipt of payment of the outstanding balance a Trade Stand Information Pack will be sent.

2. GENERAL CONDITIONS

No space will be reserved until the completed Trade Stand Application Form, deposit, risk assessment and a copy of your public liability insurance have been received. Bolesworth Events LLP reserves the right to refuse any application, and is not obliged to give any reason for such refusal. Bolesworth Events LLP also reserves the right to cancel any application which may have previously been accepted without any reason being given for such cancellation, in which case any fees paid will be refunded to the Exhibitor, but no other compensation damages or penalty will be payable to the Exhibitor. In the event of total cancellation of the event, any fees paid will be refunded to the Exhibitor, but no other compensation, damages or penalty will be payable to the Exhibitor.

3. FACILITIES

A) Shopping Hall – a shell scheme space is let to the Exhibitor, including signage, 2 spot lights per 9 square metres and carpet. B) Upper Galleria – an additional 6 retail units 4.54m x 5.16m located in separate lockable rooms with an exterior branding package included. C) Concourse – 16 retail units 3m x 2m available D) Piazza – a shell scheme space is let to the Exhibitor including signage

4. ALLOCATION OF SPACE

The allocation of space will be at the discretion of Bolesworth Events LLP, although every endeavour will be made to meet any request by an Exhibitor regarding the position of their Trade Stand. Under no circumstances will Trade Stands be allowed to use space beyond the Exhibitor's allocated area. Allocation of space is personal to the Exhibitor who shall not assign or transfer his/her rights, nor shall he/she sub-let any of the allotted space. Any Exhibitor found to have moved their Trade Stand without permission from Bolesworth Events LLP, shall be removed from the venue. Ultimately, allocation of Trade Stand space is entirely at the discretion of Bolesworth Events LLP.

5. VEHICLE PARKING

Each Exhibitor will receive one vehicle pass for the Vehicle Parking Area. Exhibitors must indicate the type and length of the vehicle on the Trade Stand Application Form so that an appropriate space can be reserved in the Vehicle Parking Area, which is located 500m from the venue. Space is very limited and therefore, should the Vehicle Parking Area be full at the time of application, an alternative parking arrangement will be offered with a shuttle service.

6. WITHDRAWAL OR CANCELLATION OF SPACE RESERVED

Exhibitor's Cancellation

If for any reason whatsoever a Trade Stand is cancelled by the Exhibitor, 50% of the total fees shall be refunded provided Bolesworth Events LLP is notified in writing not less than four weeks prior to the commencement of the event. Any later cancellation will result in the forfeit of the total amount of fees paid. Bolesworth Events LLP reserves the right in all such instances to re-let the space without accounting to the Exhibitor.

Bolesworth Events LLP's Cancellation

Bolesworth Events LLP reserves the right to cancel the show, or the Exhibitor's use of the Trade Stand space for any reason (including, without limitation, by reason of a Force Majeure pursuant to clause 20). Bolesworth Events LLP shall notify the Exhibitor of the cancellation as soon as possible. The parties agree that the Bolesworth Events LLP shall not be in breach of these Terms and Conditions by virtue of that cancellation or abandonment, provided that the Exhibitor is provided a refund by Bolesworth Events LLP of up to 100% of the amount already paid by the Exhibitor for the Trade Stand space (to be amended where the Exhibitor has had some benefit of the space) Alternatively, the Exhibitor may have the opportunity to use another space at the same show (subject to availability) or another show organised by Bolesworth Events LLP (again subject to availability).

7. RESTRICTED GOODS

The sale of jokes and tricks including any article containing or capable of discharging any noxious smell, noise, coloured spray, foam or other product that could be a nuisance or annoyance to any other person within the venue is not permitted. The sale of knives, catapults or any other type of weapon is not permitted. Exhibitors may NOT sell or donate either inflated or deflated balloons on the venue for reasons of animal safety.

8. FIRE AND HEALTH AND SAFETY PRECAUTIONS

Trade Stands will be inspected by the Health and Safety Manager to ensure compliance with health and safety and fire regulations.

9. CATERING, FOOD AND DRINK

Exhibitors are expressly forbidden by the Venue Proprietors to supply complimentary refreshments. We have a limited number of trade stand spaces available to sell certain types of food and drink consumables – please contact us for more information.

10. NUISANCE

Exhibitors must not use any public address equipment. Bolesworth Events LLP shall have power to stop any activity which by reason of smoke, noise, smell or other nuisance is offensive to neighbouring Exhibitors or the public.

11. COLLECTIONS AND APPEALS

Charitable or other institutions wishing to make appeals for contributions to their funds must first obtain permission from Bolesworth Events LLP.

12. ELECTRICITY

If an electrical supply and/or additional lighting is required, please complete the separate online booking form from our partner supplier Exhibition Power Ltd once your application has been successfully accepted.

13. STORAGE SPACE

Lockable storage space available in 2m x 2m units (see Upper Galleria layout). There is a lift between this level and Hall 2 for Exhibitors to move stock from one level to the other. Access on show days is during Trade Stand opening hours. Please request this facility on application.

14. TRADE STAND PREPARATION AND REMOVAL

Set Up

The Trade Stand set-up day is Thursday 27th December 2018. A timeslot will be allocated to each Exhibitor to unload their vehicle on the set-up day.

Breakdown

The dismantling of Trade Stands can commence from 10pm on Monday 31st December 2018 however no items / stock are permitted to be moved from the retail areas until you are advised to do so by the Trade Stand Manager.

All vehicles will be permitted to enter the loading bays once horses and visitors have exited the arena and the show has drawn to an official close.

Should you wish to load a vehicle with stock from the warm up area, this will need to take place in the early hours of 1st January.

Should you wish to join the New Year Celebrations, you are permitted to break your stand down and have exited the arena by 9am on 1st January 2019. Please note that no vehicles will be permitted into the arena after 2am on 1st January 2019 and therefore any items remaining on your stand would need to be hand balled out by 9am on 1st January 2019.

15. TIMES OF OPENING (subject to alteration)

From 9.00am until the end of the evening performances (approximately 11.00pm), although we advise Exhibitors have a presence on their Trade Stand from 8.00am (start of jumping). N.B. Trade Stands in the Concourse open from 12.00 noon until approximately 11.00pm.

16. SECURITY

Property of an Exhibitor remains on the venue at the sole risk of the Exhibitor. Bolesworth Events LLP will not be responsible for any loss or damage to Exhibitor's property. Exhibitors are advised to make their own arrangements for the security of their Trade Stands and to take out appropriate insurances. There is no facility for deliveries to be made by courier at the venue.

17. PASSES AND CAR PARKING

Each Trade Stand will be allocated three wristband passes for Trade Stand personnel use. This number is increased by 2 additional passes for each additional 3 x 3 metre square space booked. Exhibitors will be offered a special rate of £25 per person for additional personnel passes and can be requested on your trade stand booking form

18. INSURANCE, METHOD STATEMENT AND RISK ASSESSMENT

Exhibitors must have Public Liability Insurance cover for the period of time at the Venue. A copy of the Exhibitor's Public Liability Insurance Certificate, a Method Statement and Risk Assessment **must** be submitted at the time of booking otherwise your application will be deemed as incomplete.

19. LIMITATION OF LIABILITY

Nothing in these terms and conditions shall limit or exclude a party's liability for death or personal injury caused by its negligence, or the negligence of its employees, agents or subcontractors, for fraud or fraudulent misrepresentation or for any other liability which cannot be limited or excluded by law. Subject to this, under no circumstances shall a party be liable to the other for any of the following, whether in contract, tort (including negligence) or otherwise loss of revenue or anticipated revenue, loss of savings or anticipated savings, loss of business opportunity, loss of profits or anticipated profits, wasted expenditure or any indirect or consequential losses, and Bolesworth Events LLP's maximum aggregate liability in contract, tort (including negligence) or otherwise, however arising, under or in connection with these terms and conditions shall be limited to the total amount of paid by the Exhibitor, as set out on application form.

20. FORCE MAJEURE

"Force Majeure" means any circumstance not within a party's reasonable control including, but not limited to, act of God or governmental act, flood, fire, explosion, accident, civil commotion, any labour or trade dispute, strikes, industrial action or lockouts, non-performance by suppliers or subcontractors, or transportation or communications problems, or impossibility of obtaining materials.

Provided it has complied with its obligations under this clause 20, if a party is prevented, hindered or delayed in or from performing any of its obligations under this agreement by a Force Majeure (hereafter called the "Affected Party"), the Affected Party shall not be in breach of these terms and conditions or otherwise liable for any such failure or delay in the performance of its obligations.

The Affected Party shall, as soon as reasonably practicable after the start of the Force Majeure, notify the other party in writing of the Force Majeure, the date on which it started, its likely or potential duration, and the effect of the Force Majeure on its ability to perform any of its obligations under the agreement and use reasonable endeavours to mitigate the effect of the Force Majeure on the performance of its obligations. If the Force Majeure prevents, hinders or delays the Affected Party's performance of its obligations for a continuous period of more than 60 days, either party will be entitled to terminate this agreement by 14 days notice in writing.

21. TERMINATION

Non-payment

Without prejudice to any other rights and remedies, Bolesworth Events LLP shall be entitled to immediately terminate the agreement for Trade Stand space with the Exhibitor on giving notice in writing to the Exhibitor if the Exhibitor fails to pay any part of the fees for the Trade Stand in accordance with these Terms and Conditions and Bolesworth Events LLP has given written notice that such payment is overdue and the Exhibitor has not paid the outstanding amount in full within fourteen (14) days of the date of such written notice.

Mutual Rights of Termination

Without prejudice to any other rights or remedies of either party, the agreement for Trade Stand space may be terminated upon giving notice in writing by either party to the other, if any of the following events occurs

- a) the other party commits a material breach of any provision this agreement which is not remediable or, if remediable, is not remedied within twenty-eight (28) days after the non-breaching party has given written notice to the breaching party requiring such breach to be remedied;

- b) the other party has a winding up petition presented or enters into liquidation whether compulsorily or voluntarily (otherwise than for the purposes of amalgamation or reconstruction without insolvency) or makes an arrangement with its creditors or petitions for an administration order or has a receiver or manager

appointed over any of its assets or generally becomes unable to pay its debts within the meaning of Section 123 of the Insolvency Act 1986.

Consequences of Termination

Any termination of the agreement for Trade Stand space shall not affect any accrued rights or liabilities of either party nor shall it affect the coming into force or the continuance in force of any provision which is expressly or by implication intended to come into force or continue in force on or after such termination.

22. CONTACT DETAILS

Bolesworth Events LLP, Show Office, Bolesworth Lake Farm, Tattenhall, Chester, CH3 9HL

Trade Stand Enquiries to:

Liverpool International Horse Show Office

Tel: 01829 307676

E-mail: scott@bolesworth.com