



**Lincolnshire Food & Gift Fair**  
**30th November- 1<sup>st</sup> December 2019**  
**(Preview Evening Friday 29<sup>th</sup> Nov, 6pm-9pm)**  
**Trade Regulations**

**1. Application for stand space**

- a) Applications should be made on the official form and all details requested must be given. It should be noted that the acceptance of any form by the Organiser does not necessarily constitute an offer of space or facility.
- b) Application forms should be completed and returned immediately and must be accompanied by such deposit as required by the Organiser. The deposit will be held to be binding upon the applicant as an acceptance of liability for the payment of allocated space.
- c) The Organiser reserves the right to refuse application without necessarily giving the reasons for so-doing.
- d) The balance of payment including VAT must be paid by 27<sup>th</sup> September 2019. No Exhibitor will be allowed to take up tenancy unless and until these conditions have been complied with. Any additional costs incurred by the Exhibitor during the Show will be subject to a separate invoice.
- e) The Organiser reserves the right to vary the general layout of the Exhibition and the space allocated to any Exhibitor if, in their opinion, such amendment is in the general interest of the Exhibition, or if the Organiser is requested to do so by the Local or any other competent Authority.

**2. Cancellation of Trade Stands**

If an exhibitor withdraws from the event the following cancellation charges will apply:

**Before 27<sup>th</sup> September 2019:** Loss of deposit

**From 27<sup>th</sup> September 2019:** 100% of total stand cost

**3. Sub-Letting**

The sub-letting of stands/space will only be permitted if written application is made to the Organiser before the event and a connection between the lessee and sub-lessee is proven to exist.

**4. Insurance and Exhibitor's Liability**

The Organiser shall not, under any circumstances whatsoever, be liable, or responsible for:-

- a) Any damage, loss, theft or destruction whatsoever or howsoever caused, to any goods, equipment, or any property belonging to the Exhibitor, or for which the Exhibitor is responsible.
- b) Any damage or injury suffered by the Exhibitor, or his servants, or agents or by any other person.

The Exhibitor shall be liable for all loss, damage, injury, expenses and costs whatsoever, or howsoever caused to any person or property in any situation whatsoever, by the Exhibitor, his servants, or agents, or the company's fittings, exhibits, machinery or other property belonging to the Exhibitor or for which the Exhibitor is responsible. The transport and installation of all exhibits shall be the sole responsibility of the Exhibitor, as shall be the responsibility for any damage caused by the Exhibitor, his servants or agents, to any structure, fixture or fittings, permanent or temporary at the Exhibition Hall. The Exhibitor will indemnify the Organiser in respect of any such loss, damages, injury or claim, costs, expenses as described above. The Organiser recommends that insurance cover is arranged by each Exhibitor to cover his responsibilities.

## **5. Security**

When the Lincolnshire Food & Gift Fair is closed, responsibility for security will be in the hands of the security guards appointed by the Organiser. The security officials will also have the right to search persons, stands and vehicles should it be deemed necessary to do so. Access to the Exhibition Hall after hours will only be permitted by the designated entrance: any persons found making entry or exit by any other means will be treated as an unlawful intruder and may be subject to restraint. The Organiser has the right to expel any person or persons whose presence within the confines of the Lincolnshire Food & Gift Fair, in their opinion, is prejudicial to the interests of the event.

## **6. Manning of the Stands**

***All Exhibitors are required to trade on the Preview Evening (Friday 29<sup>th</sup> November 2019) from 6pm, and must be set up by 5pm on that day.*** All exhibits must be on view and in the charge of the competent representative of the Exhibitor during the whole of the period that the event is open. Should an Exhibitor neglect to open or uncover the stand during the period when the event is open, the Organiser may do so at the Exhibitor's risk and the Exhibitor shall be liable for any charges that may be incurred thereby. Where display space only is let, this does not allow for the attendance or manning of the display by any member of staff during the Exhibition open hours.

## **7. Stand Cleaning**

Exhibitors are responsible for the good order and cleanliness of their own stands. No rubbish may be placed in the aisles while the event is underway or for one hour prior to opening.

## **8. Public Address**

The use by Exhibitors of public address systems is prohibited, and loudspeakers and similar devices employed in the demonstration of exhibits will only be permitted so long as such use causes no inconvenience to visitors and other Exhibitors.

## **9. Prohibited Items**

The sale of silly string, air horns, stink bombs and all imitation weapons for any purpose whatsoever is **NOT** permitted at the Lincolnshire Food & Gift Fair.

## **10. Fire Precautions**

Stands with cooking features or relevant fire risks should be equipped with a fire extinguisher. Exhibitors should also be familiar, if applicable, with regulations concerning the use of inflammable liquids and gasses and use in enclosed areas.

## **11. Health Regulations**

Any Exhibitor supplying food and drink themselves should make themselves aware of and be governed by Local Authority regulations concerning such matters.

## **12. Postponement or Abandonment**

In the event of all or part of the Lincolnshire Food & Gift Fair being postponed or abandoned or being held wholly or partly in premises other than the Venue Exhibition Hall/Epic Centre or in the event of failure of any of the supplies, services or facilities afforded to Exhibitors due to lockouts, strikes or other circumstances beyond the control of the Organiser, the Organiser shall be under no liability in any way whatsoever in respect of any expenditure, liability, damage or loss sustained or incurred by the Exhibitors. The Organiser shall be entitled to retain all sums paid them or such percentage thereof as the Organiser may in the absolute discretion consider it necessary to cover the expenses incurred in connection with the event. The Organisers shall not be liable for loss, damage or expenses which Exhibitors may sustain or incur by reason of any Local Authority intervening and preventing or restricting the use of the event premises or any part thereof in any particular manner. In the event of any incident which precipitates the closure either in whole or in part of the event, the Organiser will not be held responsible for any curtailment of promotional facilities resulting in a possible reduction in sales or opportunity.