

ROCK, GEM 'n' BEAD SHOWS 2017 Application and Contract for Stand Space

Company Name Contact Name

Address

Postcode

Telephone No. Contact No. (if different)

Email Address Website

Please enter the type of product(s) you will be showing

Catalogue entry (80 characters max)

Date	Venue	Kempton extra tables	Stand Size	Confirmed	Waiting List	Office Use
14/15 January	CHEPSTOW RACECOURSE, Chepstow, Mons. NP16 6BE					
28/29 January	THE HOP FARM, Paddock Wood, Maidstone Road, Kent TN12 6PY					
4/5 February	NEWTON ABBOT RACECOURSE, Kingsteignton, Devon TQ12 3AF					
18/19 February	CHELTENHAM RACECOURSE, Cheltenham, Glos. GL50 4SH					
25/26 February	PAVILIONS of HARROGATE, Great Yorkshire Showground HG2 8NZ					
4/5 March	KEMPTON PARK RACECOURSE, Sunbury, West London TW16 5AQ					
18/19 March	BRIGHTON RACECOURSE, Freshfield Road, East Sussex BN2 9XZ					
22/23 April	NEWARK SHOWGROUND, Winthorpe, Newark, Notts. NG24 2NY					
13/14 May	BATH & WEST SHOWGROUND, Shepton Mallet, Somerset BA4 6QN					
3/4 June	KEMPTON PARK RACECOURSE, Sunbury, West London TW16 5AQ					
10/11 June	WOOD GREEN ANIMAL SANCTUARY, Godmanchester PE29 2NH					
8/9 July	ROYAL WELSH SHOWGROUND, Builth Wells, Mid Wales LD2 3SY					
22/23 July	NEWCASTLE RACECOURSE, High Gosforth Pk, Tyne & Wear NE3 5HP					
5/6 August	KEMPTON PARK RACECOURSE, Sunbury, West London TW16 5AQ					
12/13 August	PAVILIONS of HARROGATE, Great Yorkshire Showground HG2 8NZ					
9/10 September	CHEPSTOW RACECOURSE, Chepstow, Mons. NP16 6BE					
30 Sept/1 Oct	NEWARK SHOWGROUND, Winthorpe, Newark, Notts. NG24 2NY					
21/22 October	NEWTON ABBOT RACECOURSE, Kingsteignton, Devon TQ12 3AF					
4/5 November	CHELTENHAM RACECOURSE, Cheltenham, Glos. GL50 4SH					
11/12 November	KEMPTON PARK RACECOURSE, Sunbury, West London TW16 5AQ					
18/19 November	BRIGHTON RACECOURSE, Freshfield Road, East Sussex BN2 9XZ					

Bookings will not be accepted without a completed booking form, deposit and a copy of your public liability insurance

I enclose my deposit cheque for £150.00 (please tick) Please make cheques payable to **Rock and Gem Ltd**

I wish to pay my deposit by credit/debit card (please tick) Card No.

Valid from / Expiry date / Card Auth. No. (Last 3 digits in signature panel)

Issue No. (if applicable) Name on card (PLEASE PRINT).....

Shows will be invoiced in full around 6 weeks prior to the event. Your deposit will roll on to the last show booked.

Before signing please read all the notes and conditions overleaf ~ I am signing to say I have read and understood the notes and conditions overleaf and agree to abide by them.

Signed (Exhibitor)..... Date

Signed (on behalf of Rock and Gem Ltd)..... Date



Please ensure you have included your deposit cheque, **both** copies of this form and a copy of your public liability insurance, and send to
ROCK and GEM LTD, 27 COMMON HILL, STEEPLE ASHTON, WILTSHIRE BA14 6EE
 The bottom copy will be returned to you as confirmation.

CANCELLATION CONDITIONS

Cancellation 6 weeks or more before the event, full loss of deposit. Cancellation within 6 weeks of the event, full payment will be due plus full loss of deposit.

Rock and Gem Ltd

2017 Guidelines and conditions for exhibiting

1. STANDARD OF GOODS

Rock, Gem 'n' Bead shows are intended for the exhibition & sale of natural stone goods and associated products – there will also be a section at most venues where any kind of beads will be allowed provided these are all stated on the booking form. No goods other than those described on the application form may be exhibited without the prior approval of the organisers, and the organisers shall have the discretion to require the removal of any item not so approved. All Goods must be priced in pounds sterling inclusive of VAT. To comply with Trading Standards, gold and silver jewellery must be hallmarked and the correct sign displayed clearly on your stand.

2. PRICING

Exhibitors are reminded that the Rock, Gem 'n' Bead Shows are RETAIL and that all goods must be priced at retail prices, inclusive of VAT where appropriate. An item may be separately priced, may have a colour coded sticker with a clearly displayed price chart, may be identified as eg 'A' grade quartz point' provided that there is a clearly displayed price for them (eg '£120 per kilo'), may be in a separate box with a clear price eg 'everything in the box £5 each' or '£3 per gram' etc. If a customer has to ask the price, other than when you have to weigh something, then it is not adequately ticketed. Trading Standards can confiscate immediately any item not complying with these rules.

3. HALF PRICE SALES

We are seeing an increased use of 'Half marked price', '50% off' etc on some stands. Trading Standards have advised that the goods in question must have been on sale at the higher price for a consecutive period of 28 days in the preceding 6 months – this will be difficult to prove and again may result in goods being confiscated. In any event we do not expect to see more than 10% of your display space dedicated to sale items.

4. WHOLESALERS

You are reminded that wholesale prices are for genuine wholesale customers and your retail price must be a true reflection of the wholesale price. The organisers do not expect to see something priced at retail at £180 and to be told that the wholesale price is £120 plus VAT. Wholesalers may not display items at a price with a sign saying 'no trade price on this item'. The giving of large 'discounts for cash' to retail customers will be viewed the same way, as will the giving of substantial discounts for a relatively low spend.

5. SAFETY

We strongly recommend that you clearly label any hazardous/radioactive minerals or specimens which are on display at the show. Keep out of reach of children.

6. ELECTRICITY

Electricity consumption is free of charge. In the interests of safety should the power supply system become overloaded it shall be within the organisers' discretion to request any exhibitor to disconnect lights or any other electrical appliances. Because of power problems at some venues we are restricting electricity usage to 600 watts per 6ft stand. **Please ensure that all your electrical equipment is P.A.T. Tested and have certificates available for inspection.** Kettles fans and heaters will only be permitted within the 600 watt guideline and we still retain the right to ask exhibitor NOT to use them for whatever reason.

7. DEPOSITS AND PAYMENTS

A deposit of £150.00 must be sent with every booking contract prior to 31st December 2016 – any booking contract received after 31st December 2016 will require £150 deposit and payment for the 1st show in 2017. This is a rolling deposit system where only one deposit is required, and which covers all shows booked in one year. Upon confirmation the deposit becomes non-refundable. Each show will be invoiced in full around six weeks before the show; the deposit will be deducted from the value of the invoice for the last show booked.

The early payment discount of £12 inc. VAT per table is an incentive to pay 2 weeks before the show and cannot be taken under any other circumstances.

8. STANDS

Space booked is for your entire display & access to your stand. Please do not encroach on your neighbours area or gangways. Please make sure you book sufficient space for your requirements, as extra space will not be available on the day of the event. Applications for stands in specific positions will be considered and if possible we will try to accommodate you, but no such request should be deemed as being binding on the organiser. The subletting of stands is not permissible.

9. SETTING UP AND BREAKDOWN

As there is ample time for setting up, exhibitors are required to complete the dressing of their stand by 9.45am each day. **DO NOT BREAKDOWN YOUR STAND BEFORE ADVERTISED CLOSING TIME.** Make sure all gangways and accesses are kept clear, stow away all boxes and packaging out of sight.

10. PRESENTATION OF DISPLAY

We are continually striving to raise the presentation of the shows, and therefore we require you to cover your table(s) with a cloth touching the floor at the front and two sides. We would also recommend you illuminate your display.

11. SECURITY & PUBLIC LIABILITY

Rock and Gem Ltd cannot be held responsible for damage or loss of stock' however caused. Stands may be left erected overnight, but this in no way implies responsibility on the part of the organisers for loss or damage. Rock and Gem Ltd carry public liability insurance of £5,000,000. All exhibitors must carry their own public liability insurance.

12. BREACHES OR UNPROFESSIONAL CONDUCT

The organisers shall have the discretion to refuse an application without being required to give any explanation, and may ask any exhibitor in breach of any of the above conditions, or who behaves, in the opinion of the organisers, to the detriment of the public, other exhibitors or the organisers, to leave the venue forthwith without the stand rental being refunded.

13. CANCELLATIONS

All cancellations must be made in writing and sent to Rock and Gem Ltd, 27 Common Hill, Steeple Ashton, Wiltshire BA14 6EE. We will accept e-mail cancellations at rockngemshows@gmail.com

- a) In the event of the cancellation of any show booking at any period following confirmation, the deposit fee of £150.00 is forfeited and another £150.00 must be paid to secure all further bookings.
- b) In the event of the cancellation of any show bookings within the six week period prior to that of the show you will be liable for the full cost of the stand booked unless your stand is re-let at the organisers discretion, a new deposit of £150.00 will be required to secure all further bookings.
- c) The organisers shall not be liable to any exhibitor in the event of the show being disrupted due to bad weather, major accident, civil unrest or any other cause beyond the organisers' control.

Rock and Gem Ltd, 27 Common Hill, Steeple Ashton, Wiltshire BA14 6EE

Telephone: 07540 133 627