

BOOKING CONDITIONS FOR INSIDE TABLES **2019**

1. **APPLICABILITY** : These conditions refer to bookings for tables within the building only. See separate conditions for booking outside pitches.
2. **DATE** : The West of England Radio Rally will take place on Sunday 16th June 2019.
3. **ORGANISERS** : The Rally is organised by the Severnside Television Group (the Group). The Group is a voluntary, non-profit making association of Radio Amateurs, established in 1986 and based in Bristol. It is RSGB & BATC affiliated and runs the GB3ZZ & GB3XG ATV Repeaters.
4. **OPENING TIMES** : The Rally will open to the public at 10.00 am and close by 2.00 p.m.
5. **ACCESS TIMES** : The venue will be open to Traders from 7.30 am and displays should be completed before the opening time. Traders are requested to vacate the premises by 3.00 p.m.
6. **VENUE** : The Venue is the Cheese & Grain, Market Yard, Frome, Somerset BA11 1BE. The venue is a permanent building, used for Concerts, Markets & Exhibitions. It is owned and managed by Frome Cheese & Grain Ltd. The Venue includes toilets, disabled access ramp and a café.
7. **CAR PARK** : The Venue is located within a large, hard surfaced car park. The fee for all day parking on a Sunday is £2.00, Pay & Display. Other car parks are nearby. No trading or displays are permitted outside of the building, except for booked outside pitches. There is a car park for traders to the left hand side of the building. Please ensure that you park tidily within the marked bays, otherwise Local Authority penalties may be applied.
8. **TABLES** : Trade space is sold in units of one or more tables. A maximum of 60 tables will be available for booking by Traders.
9. **DISCOUNT** : There is an early booking discount. Tables cost £17.00 each, but tables booked and paid for before 1st May 2019 cost just £15.00 each.
DIMENSIONS : Table dimensions are approximately 1.79 m long, 0.775 m deep. There will be a space approximately 1.8 m wide by 0.9 m deep behind each table.
10. **TABLE LAYOUT** : A plan of the table layout is enclosed. Traders shall not move tables away from the position shown on the plan.
11. **OBSTRUCTIONS** : Traders shall ensure that their display does not encroach on the width of gangways or obstruct the building exits.
12. **PASSES** : Traders will be issued with passes for each staff member attending, up to two per table. Passes must be worn at all times, otherwise public entrance fees may be charged.
13. **INSURANCE** : Traders shall satisfy themselves that they hold adequate third party and product liability insurance and shall indemnify the Severnside Television Group, Frome Cheese & Grain Ltd., their employees, members and agents from any and all claims in this respect.
14. **RUBBISH** : Traders shall remove all of their display, including unwanted/unsold items, packaging and all other rubbish from the venue and take it away with them. See clause 25 below.
15. **LIABILITY** : The limit of the Severnside Television Groups liability to any trader for any single or series of events shall not exceed the sum paid to the Group by the said Trader.
16. **SPECIAL REQUESTS** : Traders with particular requirements concerning their table location should state them on the booking form. Whilst the Group will use its best endeavours to meet these requirements, this cannot be guaranteed. The best way to avoid disappointment is to book early.
17. **BOOKINGS** : Traders shall complete the booking form, sign and date it, and return it with full payment. Bookings without payment, or with a cheque which is dishonoured, shall be considered void.
18. **REFUSAL** : The Group reserves the right to decline any booking at its sole discretion.
19. **NUISANCE** : Traders shall arrange their displays so as not to cause undue nuisance or disturbance to other Traders and members of the public.
20. **CHANGES** : Traders shall not re-assign, move or sublet their tables without the Groups consent.
21. **TABLE ALLOCATION** : The Group will write to Traders approximately 2 weeks prior to the Rally, advising final table allocations, issuing passes etc.
22. **STANDS** : Traders may bring their own tables, stands etc. to augment their display, provided that they do not occupy additional floor space, encroach on the width of gangways or obstruct the building exits.
23. **DAMAGE** : Traders shall respect the building and table finishes, and shall not mark, damage and drill holes, use screw fixings, nor shall they use tape, glue or fixings which cause damage or leave residues. No posters or signs shall be posted within or outside of the building. See clause 25 below.
24. **CANCELLATION** : Traders who wish to cancel a booking shall inform the Group in writing as soon as possible. If it is possible to re-let the tables, we will refund 90% of the sum paid. Such refunds will not be paid until after the Rally has been held.
25. **EXTRA CHARGES** : The Group reserves the right to levy extra charges should conditions 14 & 23 not be complied with.
26. **DATA PROTECTION INFORMATION** : Please read the statement on the back of the invitation letter or contact the Rally Manager for further information.
27. **QUESTIONS ?** If you have any questions, doubts or uncertainties about these conditions, please speak to the Rally Manager. The Rally Manager is the only person authorised to interpret or vary these conditions.
28. **VAT** : The Group is not registered for VAT and no tax is included in your payment.
29. **ELECTRICITY** : There are limited socket outlets around the perimeter of the building. Any cables must not form a trip hazard.
30. **OUTSIDE PITCHES** : Outside traders pitches are also available. Please see the separate booking conditions and use the other booking form.
31. **CAMPING** : No on site camping is available.