



## North Devon Agricultural Society

Office Address: 15 George Arcade, South Molton, Devon, EX36 3AB  
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### TRADE STANDS Terms & Conditions 2026

#### 1. APPLICATION

Applications will only be accepted upon receipt of an online booking. If you need an application form to make a payment by bacs please contact our office. Space will not be guaranteed without full payment. The Society works on the principle of first-come-first-served and an early application is advised in order to ensure success in gaining a site. Receipts/confirmation will be issued once the booking has been actioned/confirmed.

#### 2. TYPES OF TRADE STANDS

##### Crafts and Gifts

INSIDE MARQUEE: The Marquee has an open plan layout with a Single Pitch (2mx2m) or Double Pitch (4mx2m).  
 OUTSIDE MARQUEE: Open Trade space is available outside the marquee 5m in depth with a minimum of 4m frontage, with no cover, on the main walkway.

***These spaces are for individuals/businesses selling Craft and Gift items only.***

##### Food and Drink

INSIDE MARQUEE: The Marquee has an open plan layout with 3m deep stands and a minimum 3m frontage. The Marquee has three trading rows - two on the edge of the marquee and one running through the middle.  
 OUTSIDE MARQUEE: Open Trade space is available opposite the marquee 5m in depth with a minimum of 4m frontage, with no cover.

These spaces are for food producers, cottage industries & associated small businesses. No cooking or heating up of produce is allowed other than preparation of free samples. All products must be sealed when the customer leaves your stand on Show Day.

TENS LICENCE: The Society provides a Tens Licence for Traders in the Food and Drinks area.

ALCOHOL TRADERS: There will be a limit on alcohol traders to allow a variety to our visitors.

PLASTIC SAMPLE GLASSES: No plastic sample glasses are allowed.

CHALLENGE ID: If selling alcohol, please ensure Challenge ID signage is displayed accordingly.

##### Open Trade Stands

Open Trade (no cover) grass sites with 6 areas available either 5m, 10m or 20m deep stands.

#### 3. PRICING

Please book your stand by 30<sup>th</sup> April to take advantage of reduced rates. Full pricing will apply from 1<sup>st</sup> May.

<b><u>CRAFTS &amp; GIFTS</u></b>	INSIDE MARQUEE: Single Pitch - 2metre wide x 2metre deep	<b><u>BEFORE 30/4</u></b> £80.00	<b><u>FROM 1/5</u></b> £90.00
	Double Pitch - 4metre wide x 2metre deep	£145.00	£165.00
	<b><u>OUTSIDE MARQUEE (min 4 metres, no half metres):</u></b> Small – 5 metres deep	£30.00 per m	£35.00 per m
<b><u>FOOD &amp; DRINK</u></b>	INSIDE MARQUEE: <b><u>(min 3 metres, no half metres):</u></b> 3 metres deep Pitch	<b><u>BEFORE 30/4</u></b> £60.00 per m	<b><u>FROM 1/5</u></b> £65.00 per m
	<b><u>OUTSIDE MARQUEE (min 4 metres, no half metres):</u></b> Small – 5 metres deep	£40.00 per m	£45.00 per m
<b><u>OPEN TRADE</u></b>		<b><u>BEFORE 30/4</u></b>	<b><u>FROM 1/5</u></b>
Trade Block 1:	Small - 5m deep	£30.00 per m	£35.00 per m
Dog Trade Area:	Small - 5m deep	£30.00 per m	£35.00 per m
Trade Block 3:	Medium - 10m deep	£45.00 per m	£50.00 per m
Trade Block 3:	Large - 20m deep	£80.00 per m	£85.00 per m
Trade Block 4:	Medium - 10m deep	£45.00 per m	£50.00 per m
Trade Block 4:	Large - 20m deep	£80.00 per m	£85.00 per m
Members Mall:	Small - 5m deep	£50.00 per m	£55.00 per m

#### **4. TICKET ALLOCATION**

##### Crafts and Gifts

INSIDE MARQUEE: Single Pitch - 2 individual passes, Double Pitch - 3 individual passes

OUTSIDE MARQUEE (no cover): 4-6 metres - 2 individual passes, 7-10 metres - 3 individual passes

##### Food and Drink

INSIDE MARQUEE: 3-4 metres: 2 individual passes, 5-6 metres: 3 individual passes

OUTSIDE MARQUEE (no cover): 4-6 metres - 2 individual passes, 7-10 metres - 3 individual passes

##### Open Trade (no cover)

4-6 metres: 2 individual passes, 7-10 metres: 3 individual passes, 11-15 metres: 4 individual passes, 16-20 metres: 5 individual passes, 21-25 metres: 6 individual passes, 26-30 metres: 7 individual passes, 31 metres+: 8 individual passes.

All staff entering on Show Day must be in possession of an individual pass. Without a pass they will be required to pay the full entry price at the gate. No refunds will be given if Exhibitors are required to pay full gate prices. Extra tickets can be purchased with your application.

#### **5. VEHICLE PASS - allocation**

Vehicle passes will be sent out in your Trade pack as follows:

Craft and Gifts: 1 Pre Show Vehicle Pass and 1 Show Day Vehicle Pass.

Dog Trade Area: 1 Pre Show Vehicle Pass and 1 Show Day Vehicle Pass.

Food and Drink: 1 Pre Show Vehicle Pass and 1 Show Day Vehicle Pass.

Trade Block 1: 1 Pre Show Vehicle Pass and 1 Show Day Vehicle Pass.

Trade Block 3: 2 Pre Show Vehicle Pass and 2 Show Day Vehicle Pass. \*

Trade Block 4: 2 Pre Show Vehicle Pass and 2 Show Day Vehicle Pass. \*

Members Mall: 1 Pre Show Vehicle Pass and 1 Show Day Vehicle Pass.

\* Please get in contact should you require more passes.

Pre-Show Vehicle Passes are to be used if setting up before show day, if required – not compulsory. Please limit accessing the showground to once before show day, this will help us to preserve our showground and keep congestion to a minimum.

Show Day Vehicle Passes will allow the driver to access the Show Field and park in the car park allocated on the Showground; all passengers of the vehicle will require individual tickets to access and will not be able to exit the showground until 5.30pm when the gates re-open.

#### **6. ELECTRICITY**

Electricity is available to book across all Trade Stand sections. We are operating a strict **NO GENERATOR** rule across the showground for all Trade Stand Bookings and any requirements will need to be booked through our power provider OCM Events, who will be providing all the showground power.

#### **7. WIFI**

Wifi will be available for Traders in 2026. Please email the Show office for more information.

#### **8. WATER**

Water is available on site.

#### **9. CATERING**

The sale of food, fruit, confectionary, drinks and ice cream for consumption on the site is expressly forbidden. If trading in our Food & Drinks area, all products should be sealed when the customer leaves your stand on Show Day. Fast Food/Catering units are let by tender on a yearly basis, further details are available from the Show Secretary. Any trade stands offering Hospitality must comply with Food Safety Legislation.

#### **10. SINGLE USE PLASTIC BAN**

- You must not supply single-use plastic plates, sample glasses, trays, bowls, plastic cutlery, stirrers, straws and balloon sticks to members of the public.
- You must not supply ready-to-consume food and drink in polystyrene containers including cups to members of the public.
- No single-use plastic toys/balloons to be sold.

#### **11. CANVASSING**

The Society has a strict ruling that Exhibitors may exercise their stated business only within the area of their allocated stand. They will not carry out any form of trading, canvassing or selling of raffle tickets in the walkways, roadways or car parks. Any Exhibitor who transgresses will be asked to leave the site immediately and will forfeit their payment.

## **12. SUB LETTING**

Sub Letting is not permitted and all Exhibitors are to apply in their own right.

## **13. DUPLICATION**

There will be a limit to the number of traders that we can accept who are selling the same product.

## **14. MARQUEE CONTRACTORS**

Exhibitors employing outside marquee contractors are required to inform their Contractors of their stand location, terms and conditions and provide them with the appropriate pre-show vehicle passes.

## **15. VAT**

The Society is not VAT registered and therefore no VAT is charged.

## **16. INSURANCE**

All Exhibitors must give details of their Public Liability Insurance with their Trade Stand Application and have a copy available for inspection on Show Day.

## **17. LIABILITY**

The Society accepts no responsibility for damage or loss to Trade Stands, equipment or vehicles on the Showground. Exhibitors are responsible for conforming to Health & Safety requirements.

## **18. DOGS**

Dogs are welcome at our show on a short lead, with only assistance dogs permitted in the Crafts and Gifts/Food and Drinks Marquee on show day. No dogs are allowed as part of your trade stand space in the Trade Marquees.

## **19. SET UP – BEFORE/ON SHOW DAY**

Craft and Gifts/Food and Drink - Tuesday: 10.00am - 7.00pm, Show Day from 6.00am.

Open Trade Exhibitors - Monday: 10.00am - 6.00pm, Tuesday: 8.00am - 8.00pm, Show Day from 6.00am.\*

\* Please contact the office should you be arriving outside of these times.

## **20. TRADING TIMES**

Stands must be open for trading from 9.00am - 5.30pm.

## **21. VEHICLE MOVEMENT**

All Vehicles accessing the Showground on Show Day will need to be on site before our gates close at 8.30am. Vehicles will not be permitted to leave the showground until our gates re-open for traders at the end of the day, there is no EXIT out of the showground until 5.30pm. All vehicles must be parked in the trade stand car parking by 8.30am.

Replenishment vehicles required during the day will have to enter the Public Car Park for unloading. Furthermore, vehicles required to assist in the dismantling may only enter the site when the gates re-open at 5.30pm.

## **22. PACKING UP**

The Show is advertised to run until 5.30pm and packing up is not permitted until this time. The main Showground gates will be opened at 5.30pm and this will be the first time that traders will be able to leave the showground. We respectfully ask stand holders to cooperate or failure to do so may result in being excluded from future shows.

## **23. LITTER**

Sites must be left in a clean and tidy condition. There will be sufficient waste disposal facilities on site. The field will be returned to animal grazing after the show and it is for that reason that no litter should be left behind.

## **24. EXHIBITORS/DISPLAYS**

Exhibitors must clearly display their Trading Name. Exhibitors are responsible for the exhibits on their trade stands during the set-up, break-down and Show Day. Particular care should be taken if moving machinery which forms part of a display, that no danger can befall anyone visiting or working on the stand and that all legislation with regard to safety practices are complied with. All operators of machinery are to be competent and trained.

## **25. FIRE EXTINGUISHERS**

Open Trade Exhibitors must have fire extinguishers available on their stands that should be compatible with the type of items and equipment on show. Staff should be trained how to use the extinguishers. Fire Extinguishers are supplied by the North Devon Agricultural Society inside the Crafts and Gifts/Food and Drink Marquee.

## **26. SECURITY**

There will be 24 hour security provided by Guarantor Security (Bideford).

## **27. RISK ASSESSMENTS**

All Exhibitors will be required to submit a general risk assessment with their application including activities in the set-up, show day and packing up. It is the responsibility of Exhibitors to follow Health and Safety guidelines.

## **28. REFUNDS & REFUSALS**

The Society reserves the right to refuse any exhibit which they consider unsuitable and to cancel, postpone or abandon the show in the event of inclement weather or any act of God, invasion, riot, civil commotion, military intervention, industrial disputes or any other cause or circumstances whatsoever beyond the control of the Society and which, in the opinion of the Society, renders it impractical for the show to continue. In such an event repayment of all or any booking fees or parts thereof shall be at the absolute discretion of the Society.

## **29. BOOKING CANCELLATION POLICY**

Should an Exhibitor wish to Cancel a booked stand, cancellations must be confirmed in writing, and the following terms will apply:

Cancellation before 30 April:	Full refund
Cancellation from 1 May to 15 July:	50% refund
Cancellation after 16 July:	No refund will be given

## **30. DATA PROTECTION**

Exhibitor application details will be retained on the computer in the Show Office, and will not be passed to any other party. The Trading Name, Address and Stand number of each Exhibitor will be printed in full in the Show Catalogue unless otherwise requested.

## **31. TRADE STAND COMPETITION**

Each trade stand attending the Show will automatically be entered into our Trade Stand Competition. *The prizes awarded are:*

1<sup>st</sup> Prize: 20% discount off your site fee only for the 2027 Show.

2<sup>nd</sup> Prize: 15% discount off your site fee only for the 2027 Show.

3<sup>rd</sup> Prize: 10% discount off your site fee only for the 2027 Show.