

SUPERCAR

Weekend

5 & 6 AUGUST 2023



For Office Use Only

Date Received:		Event Reference Number:	
Stand Number:			
Processed On:	Processed By:	Total Paid:	
Cheque Information:		Payment Method:	
		<input type="checkbox"/> Cheque	<input type="checkbox"/> PDQ <input type="checkbox"/> BACS

Name & Address:

Email Address (For Confirmation):

Daytime Phone / Alternative Number (Mandatory):

TRADE BOOKING FORM

TRADE VILLAGE

Uncovered Stand Space — 4m x 5m £200 each **£**
 (Includes 2 Exhibitor Wristbands and 1 combined showground vehicle / car park pass)

EXTRA EXHIBITOR ADMISSIONS

Adult(s) at **£19.00**
 Child (5-16) at **£11.00**
 Under 5s (Free)
 Vehicles Pass(es) at **£6.00**
 Friday Set-Up 2pm - 6pm (Please tick if required)
 Free camping - Friday (Please tick if required)
 Free camping - Saturday (Please tick if required)

TOTAL (Trade Stands + Extras) **£**

PLEASE NOTE: All prices are inclusive of VAT

FREE SHOWGUIDE ENTRY For inclusion in the showguide this section must be completed and the form returned prior to the showguide being sent to print. This is a complimentary service. Errors and omissions accepted. If this section is left blank, no entry will be put in the Showguide.

Name/company:

Telephone Number: Email Address:

Description of Goods (Mandatory - this will appear with your showguide entry)

AGREEMENT

I agree to abide by the Rules & Regulations and Health & Safety requirements outlined in the Terms & Conditions on the booking form and have **completed the Health & Safety Declaration** on the reverse of this form. Please debit my credit card/debit card with the total amount (if applicable). Full Terms & Conditions can be found on supercarweekend.co.uk.

Signed (Mandatory): Date:

BACS Details:

Please email eventspayments@beaulieu.co.uk with details of your transfer including the date of the transfer and the event you are booking for so we can match it with your booking form.

Account Name: Beaulieu Enterprises Ltd

Bank Name: Barclays Bank

Account Number: 20644277

Sort Code: 20 79 41

To keep informed on upcoming events and rallies at Beaulieu sign up to our newsletter at beaulieu.co.uk

Events Department, John Montrose Building, Beaulieu, Hampshire GU8 7ZN Tel: 01590 614614 Email: events@beaulieu.co.uk To keep informed on upcoming events and rallies at Beaulieu sign up to our newsletter at beaulieu.co.uk Details of how we handle your data can be found at beaulieu.co.uk/privacy-statement

Payment Details

Please note: we do not accept American Express Payment by Credit/Debit Card: by Cheque: by BACS:

Card Number:

Valid From: to: 3 Digit Security Code:

House name/number of where card is registered (if different from above): Postcode:

Please make cheques payable to:
Beaulieu Enterprises Ltd

Cheques must be received a full 2 weeks prior to the date of the event.

Please note: we no longer accept post-dated cheques.

In Signing The Agreement On The Front You Are Accepting The Following Conditions:

Your pre-entry is non-transferable and is not for re-sale.

Refund as follows; To receive a part refund, Exhibitors must notify the Events Office on 01590 614614 as soon as possible if they wish to cancel. Provided the stand space(s) can be re-let and provided all passes/tickets have been returned, refunds will be made as follows; **30 days + in advance of the Friday of the event**—10% administration fee deducted, **less than 30 days but more than 7 days in advance**—30% administration fee deducted, **less than 7 days**—No refund will be given.

Beaulieu Events Health & Safety Declaration

PLEASE COMPLETE AND TAKE A COPY FOR YOUR RECORDS

Traders and exhibitors wishing to attend a Beaulieu Event are required to complete the Health & Safety documentation.

It is a requirement for all exhibitors to carry out an assessment of risks that are created as a result of their activities which could affect the health and safety of themselves, their employees and anyone else (such as contractors, helpers and members of the public etc).

Any marquee or similar structure must conform to the Construction (Design and Management) Regulations 2015.

The risk assessment should take account of significant risks that are created **during event set up, the duration of the event and any activities during event break down.**

When completing your assessment remember:

- A hazard is anything that may cause harm, e.g. objects left in walkways, trailing cables, the layout of your display.
- The risk is the chance that someone may be harmed by these or any other hazards.

You should complete a risk assessment that details the significant risks posed by your operations covering set-up, the event and closure. The onus is on you to ensure suitable and sufficient controls are implemented to reduce those risks. You will need to have this assessment available on your stand throughout the duration of the event.

If an accident or incident occurs, the Investigating Authorities will ask to see evidence of a risk assessment, to satisfy themselves that the person(s) responsible have taken all reasonable measures to control these hazards and risks.

To help you we have prepared the checklist below. Although not exhaustive, it outlines some of the more common hazards. Please indicate those issues that are applicable to your stand.

Identify potential hazards which could harm exhibitors/visitors/Beaulieu staff/contractors

Slips / Trips on:	Items protruding into gangways <input type="checkbox"/>	Other Hazards:	Carrying heavy objects <input type="checkbox"/>
	Power cables crossing gangways <input type="checkbox"/>		Power cables <input type="checkbox"/>
Electrical:	Power cables <input type="checkbox"/>		Coverings becoming loose <input type="checkbox"/>
	Power tools <input type="checkbox"/>		Chemicals <input type="checkbox"/>
	Overloading <input type="checkbox"/>		Sharp objects <input type="checkbox"/>
	Generators <input type="checkbox"/>		Heating / cooking equipment <input type="checkbox"/>
Adverse Weather:	Gazebos, plastic coverings etc flying off in the wind <input type="checkbox"/>	Other: (please state) <input type="checkbox"/>
Unloading / Loading:	Objects falling from heights <input type="checkbox"/>	 <input type="checkbox"/>
	Objects falling from vehicles <input type="checkbox"/>	 <input type="checkbox"/>

PLEASE NOTE: It is your responsibility to ensure suitable and sufficient controls are implemented to reduce those risks.

Please tick below any of the precautions which you will be putting in place to avoid these hazards

All items kept within allocated space <input type="checkbox"/>	Generators placed safely away from other displays, exhibitors and walls of marquees <input type="checkbox"/>
Stand coverings fixed securely & within stand space <input type="checkbox"/>	Lighting/heating/cooking placed safely <input type="checkbox"/>
All cables safely located <input type="checkbox"/>	Careful positioning of vehicles facing down the gradient (for safe unloading) <input type="checkbox"/>
Extra fixings in windy conditions <input type="checkbox"/>	
Heavy items secured <input type="checkbox"/>	

Other: (please state):

Additional Safety Measures: Any business operating is required to put measures in place that prevent the spread of infection amongst staff, volunteers and customers. You should factor in safety measures to your risk assessment and adhere to any Government guidance in place at the time of the event. You will need to have this risk assessment available on your stand for the duration of the event.

HEALTH & SAFETY DECLARATION

I/We acknowledge the Health & Safety Policy and Terms & Conditions of Beaulieu Enterprises Limited as contained in the Event Booking Information, and confirm it will be complied with in addition to our own responsibility under the Health & Safety at Work Act 1974 and all its subordinate regulations which apply.

Signed (Mandatory)

Print Name Date

Nominated person responsible for Health & Safety is

Before returning your booking form please check that you have:

- The correct name, address and telephone number overleaf
- Filled in your stand space requirements and given a total cost
- Signed your agreement (front of form)
- Filled in the Health & Safety details above and signed the Health & Safety Declaration
- Included payment and/or filled in the credit card payment information

PLEASE NOTE

Event instructions and passes will ONLY be sent if forms have been signed, declarations completed and full payment received.