

# **RETAIN YOUR STAND**

We know how important it is to you to retain your stand.

To help ensure this happens please make sure you
return your booking form before the following dates:

Spring Autojumble Allocation Date - Midday 8 April 2024
International Autojumble Allocation Date - Midday 8 July 2024

Please check you have received a booking confirmation and that your bank/credit card account has been debited.

This will normally be within 2 weeks of us receiving your form.

springautojumble.co.uk internationalautojumble.co.uk



# **Trade at Beaulieu Autoiumbles**

International Spring **Autojumble** £87.00 £159.50

N/A

£267.00

£255.50

£95.00

£85.00

£105.00

**£FOC** 

£65.00

**Uncovered Autojumble Stand Space** Size: 3.65m frontage x 4.57m depth (12ft x 15ft) or multiples of

**Rental includes:** 1 Exhibitor's Entrance Wristband + 1 Showground/Car Park Pass 2 Exhibitors' Entrance Wristbands + 1 Showground/Car Park Pass

**Uncovered Autojumble Stand Space (as above)** 

**Discount for NMMT members** £78.30 £143.55

NMMT members receive a 10% discount on uncovered stand space only.

Name on booking must match name on membership and membership number required on booking form.

Size: 3.65m frontage x 4.57m depth (12ft x 15ft) or multiples of

1 Exhibitor's Entrance Wristband + 1 Showground/Car Park Pass Rental includes:

2 Exhibitors' Entrance Wristbands + 1 Showground/Car Park Pass

**Uncovered Club Space - one space only** 

First stand FOC; additional stands as trade above Includes 2 Exhibitors' Entrance Wristbands + 2 Showground/Car Park Pass

Shop Unit (Covered Area - a marquee unit with divides between traders) £184.50

Size: 3m x 3m or multiples of

**Rental includes:** Hire of Shop Unit + 1 Exhibitor's Entrance Wristband + 1 Showground/Car Park Pass

Hire of Shop Unit + 2 Exhibitors' Entrance Wristbands + 1 Showground/Car Park Pass

**Covered Space in Grand Marquees** 

Size: 3m x 3m or multiples of **Rental includes:** 1 Exhibitor's Entrance Wristband + 1 Showground/Car Park Pass

Please note: 2 Exhibitors' Entrance Wristbands + 1 Showground/Car Park Pass NO VEHICLE ACCESS INSIDE MARQUEES

**Limited Early Entry into Showground** 

Thursday afternoon early entry inc. camping (14:00 - 18:00 hrs)

Please note: only one early entry is required per booking.

Thursday early entry must be purchased in conjunction with a stand space. Not available for Automart/Dealermart only bookings.

**Trunk Traders - SUNDAY ONLY** 

Max. 2 Cars Only

Trunk Trader rental includes: 2 Exhibitors' Entrance Wristbands + 1 Trunk Trader Vehicle Pass

2 Exhibitors' Entrance Wristbands + 1 Trunk Trader Vehicle Pass

**Automart Uncovered Space Rental includes:** 1 Exhibitor's Entrance Wristband + 1 Mart Vehicle Pass

2 Exhibitors' Entrance Wristbands + 1 Mart Vehicle Pass

Valid for Automart Vehicle Entrance Saturday and/or Sunday

**Friday Mart Pass** £40.00 £62.50

Allows entrance/delivery of Automart Vehicle on Friday

Please note: only one Friday Mart Pass is required per booking to allow entry for all Automart vehicles.

Not required for bookings made in conjuction with a stand space.

£220.00 £450.00 **Dealermart Uncovered Space** 

Size: 9.14m frontage x 6.0m depth (30ft x 20ft) or multiples of

3 Exhibitors' Entrance Wristbands + 3 Selling Vehicle Passes **Rental includes:** 

**1 Dealermart Support Vehicle** 

6 Exhibitors' Entrance Wristbands + 3 Selling Vehicle Passes

**1 Dealermart Support Vehicle** 

**Extra Exhibitor Wristbands & Passes** 

£21.50 £52.50 Adult wristband - maximum 2 per stand £45.00 £86.00 Wristbands in addition to the maximum 2 per stand and purchases after 9 May for Spring Autojumble and after 5 September for International Autojumble £16.50

£13.00 Child wristband (5-16 years inclusive, under 5's go free) £18.00 N/A **Extra Showground Vehicle Pass (SVP)** 

£12.00 £28.50 Extra Car Park/Caravan Passes - No admission to showground £20.00 Thursday night Exhibitor camping (Pre-booked - limited availability, no access to showground) N/A £25.00 £25.00 Sunday night Exhibitor camping (Pre-booked - Allows camping in Exhibitor's car park only)

Spring Autojumble International Autojumble

All bookings must be accompanied by payment. Bookings will not be processed until payment is received. (VAT is applicable on all prices at the prevailing rate).

For the cancellation policy see page 5.

08.00 hrs to 18.00 hrs Friday 17 May

Autojumble/Dealermart Exhibitors and

Automart with Friday Mart Pass

07.00 hrs to 09.00 hrs Saturday 18 May

> Autojumble opens to the public at 09.30 hrs Automart/Dealermart opens to the public at 08.30 hrs

Sunday 19 May 07.00 hrs to 08.30hrs

Autoiumble opens to the public at 09.00 hrs

Automart/Dealermart opens to the public at 08.30 hrs

**Sunday 15 September** 07.00 hrs to 08.30hrs Autojumble opens to the public at 09.00 hrs Automart/Dealermart opens to the public at 08.30 hrs

Automart/Dealermart opens to the public at 08.30 hrs.

Autojumble/Dealermart Exhibitors and

Autoiumble opens to the public at 09.30 hrs.

Automart with Friday Mart Pass

International

**Autojumble** 

Friday 13 September 08.00 hrs to 18.00 hrs

Saturday 14 September 07.00 hrs to 09.00 hrs

All stands must be set-up by 09.00hrs on Saturday and 08.30hrs on Sunday - no vehicle entry to showground will be permitted after these times. Automart and Dealermart will open at 08.30hrs, we do ask for these vehicles to please arrive prior to this time where possible.

Exhibitors will be able to take down their stands and bring vehicles in after the show closes to the public at 16.30 hrs on Sunday. No vehicle entry or exit to the Showground before this time.

Any exhibitor who vacates their stand before 16.30 hrs on the Sunday without prior agreement will risk losing their designated stands for 2025. Empty stands will be noted, along with those taken over by remaining Exhibitors and those numbers may be withdrawn without further notice.

All exhibitors are reminded that they are at all times responsible for the security of their exhibits - no responsibility will be taken by Beaulieu Enterprises Ltd for any loss or damage to goods either prior to, during or after the event.

### **EXHIBITORS' ENTRANCE**

Entry to the Exhibitors' Car Park will be by Vehicle Pass only no entry will be permitted without a combined Showground/ Car Park Pass, Trunk Trader Pass or a Car Park Only Pass. Combined showground/car park passes are only valid to park on the stand number marked on the pass or in the exhibitors car

#### **VEHICLE PASS SECURITY**

All Showground Vehicles Passes and Car Park Passes must be fixed to the windscreen at all times and are non-transferable.

No vehicle will be admitted to the Showground unless ALL occupants have wristbands and the vehicle displays a combined showground/car park pass, Trunk Trader or Mart pass.

Spot checks will be carried out on vehicles to ensure ALL occupants have passes to the showground. Passes cannot be transferred or sold to a third party.

Any person found to be using a duplicate/copied or invalid Showground Vehicle Pass, Car Park Pass or wristbands will be required to leave Beaulieu Enterprises Ltd premises immediately - no refunds for stands/tickets etc. will be given.

## **WRISTBAND SECURITY & USE**

Please note that any wristband that is not fully secured by the adhesive on the wristband will be invalid and will not give entry to the event. Wristbands must be worn so that they cannot be passed over the wrist. Exhibitor Wristbands are valid through the Exhibitors' Entrance only. (Thursday early entry exhibitors' may enter through the North Gate on Thursday only). Exhibitor Wristbands are not valid through the visitor entrance at any time. Please ensure all persons using wristbands under your booking are made aware.

## **EXHIBITORS' CAR PARK**

On booking, exhibitors will receive one combined Showground Vehicle Pass/Exhibitors' Car Park pass per stand space, with the option of purchasing extra Showground Vehicle Passes (Spring Autojumble only) or extra Exhibitors' Car Park passes (not giving access to the Showground).

## **SUNDAY NIGHT CAMPING**

(ONLY AVAILABLE PRE-BOOKED)

Please note: 1 camping unit is 1 car/van/lorry/motorhome/ vehicle + caravan/vehicle + tent

The conditions for overnight stay are as follows:

- Vehicles and caravans will still require event camping passes -Sunday overnight is an extra charge.
- · Booking an overnight stay in the camping area of the Exhibitors' Car Park is open to all exhibitors.
- Passes must be booked and pre-paid at £25 per unit.
- Spaces are limited and will be sold on a first come, first served
- Toilet and hand washing facilities will be available in the **Exhibitors' Car Park - facilities on the showground will** not be available.
- Showers will be available in the Exhibitors' Car Park only.
- Exit is via the North Gate on Monday 20 May at Spring **Autojumble and Monday 16 September at International** Autojumble between 07:00 hrs and 11:00 hrs.
- All Exhibitors will be required to leave by 11:00 hrs on Monday.
- There will be an emergency contact point in the Information Caravan staffed overnight or by calling 01590 614614.
- There will be no First Aid facilities after 19:00 hrs on Sunday.
- There is no access to the National Motor Museum or Beaulieu **Visitor Complex on Monday.**
- If you are exiting and returning on Sunday evening please be respectful of our neighbours and keep noise to a minimum.
- Exhibitors' Gate will be closed from Sunday 20:00 hrs. Exit will be via the main entrance.
- Passes will be sent with wristbands.
- · Sunday overnight camping is only available to booked **Exhibitors.**

## SHOWGUIDE ENTRY

A FREE showguide entry is listed per booking if requested on the booking form. Entries listed by stand number (numerically) and by name (alphabetically). Entries received after the reallocation date will only be included if the showguide has not gone to print.

Please tick the box on the booking form if you wish to be included. If you do not complete the details you will not be included in the

Please note this is a free service and errors or omissions must be accepted.

Please call 01590 614614 or email events@beaulieu.co.uk for advertising prices in the showguide.





## APPLICATION FOR STAND SPACE

Please read the terms & conditions at the end of this booklet before completing and signing your Booking Form.

Receipt of an application does not guarantee allocation of stand space. If your application is successful and provided it is received before the previous exhibitor basis reallocation date, written or emailed confirmation will be forwarded to you. Allocation of spaces will be dealt with on a date of receipt. Please note: if you would like to know your stand allocation after the reallocation date, we can only do so once the allocation process is complete. Please email us for confirmation of your stand numbers.

## **REALLOCATION DATES**

# **SPRING Autoiumble**

**Midday Monday 8th April** 

# **International Autojumble**

## Midday Monday 8th July

Payment must be included for booking to be accepted. Please remember to book your extra wristbands to receive them in your pack.

## **AUTOJUMBLE STAND SPACE**

Stand positions will be allocated by the Organisers after the reallocation date. If your stand space requirements are exactly the same as last year, please indicate on the booking form and, if at all possible, you will be re-allocated the same stand(s). Please note: we cannot fully quarantee stand spaces, Should your requirements have changed in any way or if you are a new exhibitor, your stated preference may also be indicated on the

If you would like to know your stand number(s) before you receive account details below. Please note all payments to be in Sterling. your passes and final instructions, sent two weeks prior to the event, please email the Events Department at

events@beaulieu.co.uk after the reallocation date. All displays/ awnings/towbars/vehicles etc. must fit within the stand space booked. The Organisers reserve the right to re-site any exhibitor who does not comply with this regulation and also to remove any vehicle not within a stand space and cannot be held liable for any damage or cost resulting from such removal.

Please indicate clearly on your form if you would prefer your stand space back to back (9.14m x 3.65m/30ft x 12ft). As a standard, stand space will be allocated side by side, giving frontage as multiples of 3.65m and the depth of 4.57m. Please pay attention if one more stands is an end of row stand as this would give 2 frontage options. Call 01590 614614 if you would like to discuss your stand position.

## **AUTOMART**

Complete vehicles may be sold in the Automart and access is via the Exhibitors' Gate on Saturday and/or Sunday unless a Friday Mart pass has been purchased or the owner of the Mart vehicle(s) We would urge all exhibitors to please include orders of additional has already booked and paid for stand space. Automart vehicles must arrive in time to be sited, and delivery vehicles/trailers removed to the Exhibitors' Car Park by 08.30 hrs on Saturday and from the advance offer price for additional wristbands at Spring Sunday. Vehicles arriving after these times will be asked to to use Autojumble at £21.50 (max. 2 per stand) or at International an alternative entrance and held in the Exhibitors' Car Park until Autojumble at £52.50 (max. 2 per stand). they can be escorted through to the Automart site within the main Spring Autojumble - after 5pm on Thursday 9 May and on the Museum complex.

Please note: We ask Automart and Dealermart vehicles to please arrive by 08.30 hrs as we will be opening these areas to the public at this time.

Friday Mart vehicles can enter via the tarmac roads and through North Gate until 18.00 hrs on the Friday only of both events. No vehicles will be admitted via this route on the Saturday or Sunday of the events. All Automart vehicles may leave via North Gate after the closing time on the Sunday when given directions by organisers that it is safe to leave via that route.

All vehicles within Automart must be advertised for sale with a sign on the windscreen.

## **GRAND MARQUEES**

Security will patrol at night within the Grand Marquees and those exhibitors who wish to continue to sleep in the marquee will be issued with special security wristband - please pop into the information point if you would like these wristbands. Please note there is no vehicle access inside the Marquees.

## **PAYMENT & INVOICING**

Please call 01590 614614 or email the Events Team at events@beaulieu.co.uk if you would like a paid receipt for your stand booking. Please note that all booking forms require a form of payment (credit/debit card/cheque/BACS notification) before being accepted. We are unable to issue invoices for payment, only paid invoices can be sent.

If you would like to pay for your booking by Bank Transfer or booking form and will be taken into consideration where possible. Internet Banking please find the Beaulieu Enterprises Ltd bank

> Please be sure to show your Booking Name and Event Name on the transfer; SAJ (Spring Autojumble) IAJ (International Autojumble).

Please email eventspayments@beaulieu.co.uk with details of your transfer including the date of your transfer so we can match it with your booking form. Please indicate on your booking form that you are paying by Bank Transfer (BACS/CHAPS) or Internet Banking.

**Company Details** /Account Name:

**Beaulieu Enterprises Limited Bank Name: Barclays** 20644277 **Account Number: Sort Code:** 20-79-41

GB54 BARC 20794120644277

**BARCGB22 Swift Code:** 

Please remember we must receive payment to accept a booking.

## EXTRA WRISTBANDS

wristbands and passes on their booking forms. These will then be sent as part of the exhibitors packs and ensures you benefit

day - £45.00

International Autojumble - after 5pm on Thursday 5 September and on the day - £86.00

Please note wristbands and passes will not be mailed out after the following dates and will be for collection only (Proof of identity required on collection). Additional wristbands and passes must be purchased by the stallholder:

Spring Autojumble - 19 April 2024

International Autojumble - 9 August 2024

Please remember anyone wishing to access the Showground, including all delivery drivers, Automart transport deliveries and staffwill need wrist bands to gain entry. These are non-transferable.

## **DEALERMART**

9.14m frontage x 6m depth (30ft x 20ft) plots

Please note that your Dealermart booking enables you to sell 3 vehicles - extra Dealermart stands can be purchased or extra mart passes can be purchased at £46 for Spring Autojumble and £105 at International Autojumble to sell further vehicles on your Dealermart stand, Included in your Dealermart stand booking will be 3 selling vehicle passes and a vehicle pass for a support vehicle at no extra charge. This will enable Dealermart exhibitors to have a campervan/caravan/vehicle on their stand for office/entertaining purposes. This vehicle must not be offered for sale.

Dealermart vehicles must arrive in time to be sited, and delivery vehicles/trailers removed to the Exhibitor's Car Park by 08.30 hrs on both days. Dealermart vehicles can access their sites using Beaulieu's main entrance and tarmac roads via North Gate but only on the Friday set-up day. For safety reasons access will revert to the Exhibitors' Entrance on Saturday and Sunday. It is very important that Dealermart exhibitors comply with these access arrangements and do not attempt to bring vehicles through North Gate on Saturday and Sunday. All Dealermart vehicles may leave via North Gate after the closing time on the Sunday when safe to do so as agreed by the organisers.

## TRUNK TRADERS

Trunk traders will continue to allow selling from CARS ONLY. Amateur jumblers can sell their wares for £47.00 at Spring Autojumble and £85.00 at International Autojumble.

#### **Regulations for Trunk Traders**

Vehicles must be parked in the Trunk Traders field and cannot be parked in the Exhibitors' car

Trunk Trader vehicles without sufficient goods to sell will not be allowed in to Trunk Traders and will be turned away - no refunds given.

Trunk Traders are not able to erect gazebos, awnings or large umbrellas.

No goods for sale can be walked through from Exhibitors' car park to the Trunk Traders

No overnight camping is permitted for Trunk Traders. Goods should be restricted to surplus or second-hand motoring items sold from private sellers only.

Bookings from businesses or companies will not be accepted. Bookings in conjunction with a stallholder booking will not be accepted.

No commercial vehicles will be accepted.

Trunk Traders must abide by the opening and closing times of the event. No vehicle movement or exit will be permitted until the event has closed to the public.

Please contact

events@beaulieu.co.uk for any queries regarding your vehicle prior to the event.

NO CARS WITH TRAILERS, VANS, DROPSIDES, VANS WITH TRAILERS, OR LORRIES ACCEPTED







## **DESCRIPTION OF GOODS**

Beaulieu Autojumbles pride themselves on keeping stands on a motoring theme so please do not bring non-automotive items to sell. You must give an accurate description of the goods you will have for sale, in the relevant section of the Booking Form. If in the opinion of the Organisers, your goods do not match this description, you may be asked to remove the goods and/or be asked to leave the event. No refunds will be given. Accurate descriptions of goods help visitors to find what they're looking for

## **EXHIBITORS' ENTRANCE & GATE**

The Exhibitors' Gate at the Exhibitors' Entrance from the B3054 will be closed on the Friday and Saturday nights from midnight to 07.00 hrs. This measure has been taken in order to retain the cooperation and goodwill of our local residents who can be disturbed by vehicle movements late at night. There will still be pedestrian access but Exhibitors are asked to keep noise to a minimum during these hours.

## CATERING

Mobile catering units and licensed bars will be sited within the Showground. Evening entertainment will be held undercover in the Green Field Catering area on Friday (International only) and Saturday night - the bar and catering units in this area will remain open in the evening. Exhibitors' catering will be available on the showground.

The Brabazon restaurant will be pleased to welcome exhibitors on the Friday and Saturday nights of the International Autoiumble. Timings will be confirmed in the final instructions.

## TOILETS, SHOWERS & WASTE

Toilet facilities are provided within the showground, please see the specific event map for locations. Please note: not all toilets will remain open overnight with some only open during public opening times. Toilets located in the attraction areas are only open during public opening times.

**Shower Facilities** will be provided at both Autojumbles in a new location in the Exhibitors' Car Park from 2024. This is due to a new location of the underground water holding tanks as part of an upgrade to site facilities. At International Autojumble only there will be a shower unit positioned adjacent to the permanent toilets block in red field, this will only be open outside of public opening

**Elsan Point -** a chemical waste disposal point will be provided at both Autojumbles in a new location in the Exhibitors' Car Park from 2024. Please do not empty chemical waste into the portable toilets or anywhere else on site.

## LIMITED EARLY ENTRY

We are able to offer early entry again in 2024 to a limited number of exhibitors on a pre-booked basis for a fee or £65.00 at Spring Autojumble and £95.00 at International Autojumble per booking.

Thursday entry will be via the main entrance, off the B3056 between 14.00 hrs and 18.00 hrs. Only one Thursday early entry is required per booking, all passes of a booking will be given Thursday entry.

As we are limited to how many set-ups we can accept on the Thursday afternoon (after 2pm and before 6pm), applications will be processed in date order so if you would like to take up this option please apply as soon as possible on your booking form. Early entry will only be available if pre-booked and confirmed.

Please note: Thursday early entry must be purchased in conjunction with a stand space and is not available for Automart or Dealermart only bookings.

# **CANCELLATION AND REFUND POLICY**

To receive a part refund, exhibitors must notify the Events Office on 01590 614614 as soon as possible if they wish to cancel or have passes refunded.

Provided the stand/Automart 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% cancellation fee deducted.

Less than 30 days but more than 7 days in advance of the Friday of the event - 30% cancellation fee deducted.

Less than 7 days in advance of the Friday of the event - No refund will be given.

During and after the event - No refunds will be given.

## THURSDAY NIGHT CAMPING

## **International Autojumble Only**

**CAMPING NEAR HILLTOP** 

Limited space for camping for Thursday 12 September.

Please book with your stand booking to be sure of securing a camping space at £20.00 per unit.

We are pleased to confirm the site for Thursday night camping will remain at Hill Top. We understand the difficulties experienced by some exhibitors in finding camping on the Thursday night of International Autojumble and their wish to be close to Exhibitors' Entrance. (In the event of extremely poor ground conditions, booked exhibitors will be contacted to discuss alternatives). Toilet facilities will be provided. No tented camping is available in this area - vehicles and caravans only.

Exhibitors wishing to take up this camping are advised to book as soon as possible as there is only limited space available - please ring the Events Office on 01590 614614 or fill out the appropriate section on your booking form to secure your space. The cost per unit will be £20.00 and Exhibitors can access the field between 17.30 hrs and 22.00 hrs only on Thursday 12 September. All Exhibitors must vacate the field by 07.00 hrs on Friday 13 September. Further information will be available in the Event Instructions issued with passes.

No camping permitted in this area on Friday 13, Saturday 14 or Sunday 15 September.

## **CAMPING**

#### **Weekend Camping**

Camping will be strictly controlled and only be permitted within your allocated stand area or in the limited designated section of the Exhibitors' Car Park while space permits.

#### **Caravans & Campervans**

To avoid confusion on which caravans need a vehicle pass, all caravans will need to display a pass in the caravan front window. Free passes will be issued to those who site their caravan on their stand in the Showground if space allows - please apply on your booking form. All other caravans must have a Car Park Pass displayed in the front window and be purchased at £12.00 for Spring Autojumble and £28.50 for International Autojumble. Campervans must have either a Showground Vehicle Pass or Car Park Pass displayed in their front window. Please note that all vehicles and caravans EACH need a car park or Showground Vehicle Pass for both Events. Toilet and shower units will be in Exhibitors' Car Park for the exclusive use of Exhibitors.

#### Tented Camping

Please camp within the designated tented camping area within the car park. For safety reasons please do not pitch a tent elsewhere within the car park.

No camping is allowed within the Automart areas or anywhere else within the Event and Complex Grounds or Visitors' Car Parks. Exhibitors arriving in the area on Thursday are reminded that the Forest bye-laws do not permit camping on the forest other than in authorised camp sites - see www.thenewforest. co.uk for more information.

## **UNDESIRABLE BEHAVIOUR**

We have a zero tolerance policy when our staff or other visitor/ exhibitors suffer abuse. Any exhibitor or visitor found abusing staff or others on site or carrying out wilful acts that affect the operation or infrastructure provided for the benefit of all visitors, exhibitors and staff alike, will be asked to leave the event and no refunds will be given. We ask all exhibitors to help us stamp out this inappropriate behaviour, that does nothing to enhance the reputation of the event, by reporting anything of suspicion to us.

## **IMPORTANT**

**BEAULIEU ENTERPRISES LIMITED HEALTH & SAFETY POLICY** 

PLEASE READ AND COMPLETE YOUR HEALTH & SAFETY DOCUMENT AND DECLARATION ON THE REVERSE OF YOUR BOOKING FORM

As both the venue for and the organiser of events at Beaulieu, Beaulieu Enterprises Limited has a duty to ensure not only that the site is safe and without risk to anyone, but also that safe working practices are maintained at all times. This includes our own staff, contractors, exhibitors and members of the public.

Exhibitors and contractors in turn have a duty of care to ensure not only their health and safety, but also those working and helping on their stands, plus anyone visiting their stands. For the purpose of the event, this duty of care commences on entry to the Beaulieu site and ends on leaving Beaulieu when the event has

After reading the terms & conditions, please complete the Health & Safety document on the reverse of your Booking Form before returning it with payment. Please remember to take a copy for your records.

You will need to complete a risk assessment that details the significant risks posed by your operations covering set-up, the event and closure. You will need to have this assessment available on your stand throughout the duration of the event.

A named person must be appointed who is responsible for Health & Safety on your stand. During the build-up and breakdown periods your staff, helpers and subcontractors should be reminded by you of the need for vigilance regarding the health and safety of themselves and those working in their vicinity.

## **EXISTING BEAULIEU** SITE HAZARDS

The list below details the significant hazards that exist on the event fields. Every effort is made to reduce the risk to those attending the event but, as exhibitors and traders, you must take account and plan your activities around these existing issues:

- The event fields are grass and as such are uneven and pose slip and trip hazards. We recommend suitable footwear is worn.
- The event fields have a slight gradient in places. Care must be taken when loading/unloading vehicles. Vans and lorries must be positioned facing down the gradient so as to prevent any items falling out.
- When possible, metal trackways will be laid to assist vehicles navigating the event fields. They are laid on top of the ground and then anchored creating a step of approximately 2 inches. This presents a trip hazard.
- The speed limit of 5mph on the trackway and across the site, will be rigidly enforced.
- The trackway can become slippery when wet.
- Please do not park under tree canopies, trees have a post and rope protection area around them.
- The event is located within the New Forest National Park. To avoid light disturbance to wildlife, neighbouring residents and other Exhibitors at night, the event fields are not lit in all areas. We recommend bringing a torch to use at night.
- There is a stream and pond between Yellow Field and Red & Green Field - no access is permitted to these areas.

# **Beaulieu Autojumble Event Regulations and Conditions of Booking**

Please read these Regulations carefully as failure to comply with any of them may result in the loss of any or all guarantees, privileges, refunds or access rights to any Beaulieu Enterprises Ltd events.

#### 1.0 DEFINITIONS

1.1 In this contract the following definitions shall have the following

"the Contract" The agreement between the Organiser and the Exhibitor comprised by these terms and conditions (with any modification as may be agreed in writing) and the booking form (if used). Online bookings are accepted subject to these terms and

"the Authority" The relevant District or County, Council; the relevant Fire Brigade; the relevant Police Department; the Home Office, HM Customs & Excise and any other relevant Government Department or body or any other competent authority having jurisdiction in respect of the locality in which the event venue is located or any activity connected with the Event.

"the Company" means Beaulieu Enterprises Limited, registered in England under Company Number 00152186 herein referred to as BFI whom are also the "Organisers"

"the Charges" The total fees payable for the Stand(s).

"the Venue" All the buildings, land, premises and facilities located on the Beaulieu Estate.

"the Management" The person or persons so designated by the Company to oversee the running of the Event.

"Exhibitor" The person/Company named on the booking form or the person/Company allocated a Stand and shall include all staff, employees, volunteers and agents of such person/Company.

"the Event" The relevant event being applied for as specified on the booking form. In this case the Spring Autojumble and the International Autojumble

"the Stand" Shall, unless otherwise specified, include any stand or space only site or other area made available and allocated to the Exhibitor.

1.2 Clause headings in these terms and conditions are for ease of reference only and shall not affect their interpretation.

### 2.0 EXHIBITORS' LIABILITY FOR LOSS AND DAMAGE AND INDEMNITY

2.1 Each Exhibitor attends the Event entirely at their own risk.

- 2.2 All exhibits, fittings and all other items brought into the Event by the Exhibitor, contractors or other persons permitted to attend on behalf of the Exhibitor shall be the sole responsibility of and at the sole risk of the Exhibitor. The Company shall not be responsible for any loss or damage to such Exhibits, fittings or items however caused.
- 2.3 The Company will take such precautions as it may consider appropriate for the proper running of the Event but will not at any time be responsible for the loss of, or damage to, or safety of any Stand, sale goods or displays or other Property of an Exhibitor, or any other person under any circumstances.
- 2.4 The Exhibitor shall do nothing to jeopardise the current insurance policy or policies of the Company.
- 2.5 The Exhibitor shall in all cases comply with any requirements of statutory, local and other regulations or requirements and byelaws which affect or apply to the Events and in particular any health and safety legislation or fire regulations and other instructions and regulations laid down by the Local Authority from time to time.
- 2.6 The Exhibitor shall indemnify and keep indemnified the Company from and against all actions, expenses, costs, charges or claims which the 4.5 The Exhibitor shall pay the Company in full at the time of booking. Company or any of its contractors may become liable for in consequence of damage or injury to any person or property occasioned by or arising out of the act, default or negligence of the Exhibitor or any other person or persons under its direction.
- 2.7 The Exhibitor is responsible for any and all damage or injury to persons or property occasioned by any of the exhibitors or stands or appliances or any act or omission by them or their staff or contractors.
- 2.8 The Organisers are not responsible for the security of vehicles or other goods being offered for sale, prior to, during or after the event. Although every reasonable precaution is taken including security and patrolling of the venue, the Organisers expressly decline responsibility for any loss or damage befalling the property or personnel of any exhibitor however caused. It is therefore essential that exhibitors insure on an ALL RISK basis all equipment and stock brought to the stand including property hired or borrowed, and public liability insurance is

respect of injury or damage to third parties or their property. Also ensure you have insurance against cancellation or curtailment of the event.

#### 3.0 POWERS AND RIGHTS OF THE COMPANY

- 3.1 The Company reserve the right to refuse access to the Event at their absolute discretion.
- 3.2 The Company reserve the right to cancel, curtail or relocate all or part of the event at any time at their absolute discretion and will not be liable for any consequential losses.
- 3.3 The Company reserve the right to alter the layout of the event, inclusive of changing the location of Stands at any time. If the area of a relocated Stand is smaller than the area applied for, the Company shall make a refund to the Exhibitor pro-rata to the amount of the reduced
- 3.4 The Company reserves the right to alter the dates, opening hours. duration of set up and break down and the total duration of the Event.
- 3.5 We have a zero-tolerance policy when our staff or other visitor/ exhibitors suffer abuse or on wilful acts detrimental to the running of the event. The Company reserve the right to prevent an Exhibitor from trading at any time due to what is deemed as unreasonable behaviour caused by the verbal or physical actions of the Exhibitor or, any member of their staff whether employed or not. Furthermore, the Company reserve the right to remove the Exhibitor from the event and at the Company's sole discretion close down the stall/exhibit and or, remove it from the event without any liability whatsoever for any loss or damage however caused and without liability for any loss of earnings.
- 3.6 The Company reserve the right to eject anyone from the premises who acts in a manner detrimental to the enjoyment of others.
- 3.7 The Company reserves the right to remove the privilege of the Exhibitor to attend future events held by the Company. Such notice will be
- 3.8 The Company reserve the right to cancel the intended show at short notice if this is necessary because of an Act of God such as (but not limited to) unusual and catastrophic weather conditions affecting the showground or in the area generally, Government or Local Authority order or request which the Company are obliged to adhere to or which they consider to be reasonable in the circumstances of the situation. We will make every effort to rearrange the event in which case bookings will transfer to the new event date. In the event of a complete cancellation the Organisers will make a full refund of any payments made and will waive any payments due to be made in receipt of exhibitors, but shall not be responsible for exhibitors' consequential or other losses of whatever kind.

#### 4.0 CONTRACT FOR STAND SPACE

- 4.1 No Stand will be reserved or treated as allocated and no Contract shall exist until the Exhibitor has paid the charges in full.
- 4.2 Application for Stands must be made via the Company's official Exhibitors' application form or via the online booking form (when applicable). The Company may at its sole discretion accept application by other means. The Company reserves the right to accept or reject any application for Stands from any potential Exhibitor, regardless of previous
- 4.3 The Contract constitutes a licence and not a tenancy. The Organiser reserves the right at any time to make such alterations to the plan of the Event as may, in its opinion, be necessary in the best interests of the Event
- 4.4 Once an application has been made and subject to the payment of the fees, the Exhibitor shall have licence to occupy the Stand for the purpose of displaying and selling goods within the scope of the Event for the duration of the Event.
- Bookings received without a valid payment method will be treated as void until payment has been made.
- 4.6 Unless otherwise stated, all sums payable by the Exhibitor are inclusive of VAT and the full amount is due to the Company

### **5.0 CANCELLATION OF THE EVENT BY THE EXHIBITOR**

- 5.1 All requests for cancellation must be submitted by the Exhibitor to the Organiser in writing and depending on when the same is received by the Organiser and providing the stand space(s) can be re-let and provided all passes/tickets have been returned to the Organiser in an un-used condition, the following cancellation terms apply:
- 30 Days+ in advance of the Friday of the event 10% cancellation fee deducted

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Less than 30 days but more than 7 days in advance of the Friday of

- the event 30% cancellation fee deducted.
- Less than 7 days in advance of the Friday of the event No refund will be given.
- During and after the event No refunds will be given
- **5.2** Cancellation by an Exhibitor voids the rights to retain the same Stand space(s) the following year.

#### 6.0 USE OF THE STAND & ITEMS FOR SALE

**6.1** Stands may not be sub-let, or allocated to other persons without the knowledge of the Organisers.

**6.2** Unsold items or purchases must be removed from the Grounds immediately after the Event ends unless special arrangements have been made in advance with the Organisers. All waste other than domestic waste must be removed from the site by the exhibitor. Regulations on the disposal of hazardous waste came into operation from July 2004. Certain wastes including paints, engines and engine oils, and batteries etc. are now categorised as hazardous. What you bring to the event you must take home with you if not sold. Failure to do so may result in a fine being imposed.

**6.3** The Exhibitor must ensure that only items are sold which are, in the Company's reasonable opinion, in keeping with the nature of the event.

**6.4** The sale of food and beverages is not permitted except than by the Company's appointed catering contractors unless agreed in writing by the Company in advance.

**6.5** The sale of goods which bear the Beaulieu logo or any adaptation therefore are not permitted without prior permission from the Company.

**6.6** The sale of raffle tickets or collections for charity must be authorised in advance by the Organisers and, if granted, must only be conducted from within the allocated stand space. No form of advertising material may be displayed or distributed anywhere in the grounds other than on your stand with the exception of the advertising boards in Red Field and Green Field.

**6.7** The Company reserves the right to ask an Exhibitor to remove any items from their Stand that are not acceptable or that may cause offence

**6.8** The sale of the following items/weaponry is strictly prohibited. Firearms (real, imitation, or made safe), Swords, Machetes, Harpoons, Bladed implements, or any materials that Beaulieu Enterprises Ltd deem offensive - except pen knives with a blade under 3". Any vendor selling those allowed bladed implements MUST follow the law with regards to the sale of, to persons under age. Any display of such implements must be conducted in a secure way.

**6.9** Under the Explosives Act 1875 it is illegal to sell Flares from temporary stands as they cannot be registered. The unauthorised release of Flares or Fireworks is strictly forbidden.

**6.10** All deliveries to stands must be complete by half an hour prior to the Event opening to the public. After unloading any vehicle not remaining within your stand area must be removed to the Exhibitors' Car Park by half an hour prior to the Event opening to the public. The Organisers reserve the right to remove any vehicle not within a stand space and cannot be held liable for any damage or cost resulting from such removal.

**6.11** Stand displays must be complete by the stated public daily opening time. Stand spaces are allocated for the duration of the Event and may not be dismantled in whole or in part until after the stated closing times and may not be finally removed or stands abandoned until the event closes on Sunday. Failure to comply with this regulation may result in your loss of privilege to the same stand space next year.

**6.12** All equipment, display/sale items, vehicles, tents etc. must be kept within your allocated stand area and must not be placed in or intrude into the aisles between stands. Please ensure no nails or other sharp objects are protruding from objects or your display. Should an Exhibitor's vehicle not fit within the Stand space then the Exhibitor must pay for the necessary number of Stands if available or remove the vehicle to the Exhibitors' Car Park.

**6.13** The Company reserves the right to remove obstructions to the gangways and aisles and no compensation will be payable for damage, loss or inconvenience caused by the reasonable exercise of this power. The Organisers reserve the right to re-site any exhibitor who does not comply with this regulation and no compensation will be payable for the loss or inconvenience caused. In cases of serious or persistent breach, the Organiser may also exclude the Exhibitor or terminate the Exhibitor's Contract.

**6.14** Exhibitors are responsible for the safety of anyone who is on their stand and in the area of their stock.

**6.15** Unless otherwise stated, all Uncovered Stand Spaces are 3.65m (12ft) frontage and 4.57m (15ft) depth. As a standard, Stand Spaces are allocated side by side, giving 4.57m (15ft depth) at all times unless a back to back option is requested by the Exhibitor on application. End of row stand spaces provide a space with open fronts of 3.65m and 4.57m and it is the choice of the Exhibitor to which side to trade from. End of Row stand spaces cannot be guaranteed and it is the Exhibitors responsibility to ensure that their Exhibit fits within their stand space in any given

**6.16** Any transaction at the Event is between the Vendor and the Purchaser alone; no responsibility is accepted by the Organisers.

**6.17** It is the responsibility the Exhibitor to provide any structures as required, unless booking a pre-covered Stand through the Company as per clause 7.0. Any marquee or similar structure must conform to the Construction (Design and Management) Regulations 2015. Severe weather could occur at any time, please make sure that all Stands and structures on your Stand are securely weighted down. It is the responsibility of the Exhibitor to ensure that your structure is anchored down suitably for use in high winds, regardless of the weather conditions.

**6.18** All exhibitors are responsible for conducting a thorough risk assessment for their stand and any activities taking place within your stand(s). It is the responsibility of the exhibitor to put in place suitable and sufficient controls to reduce the risks.

#### 7.0 COVERED SPACES PROVIDED BY THE COMPANY

**7.1** The Grand Marquee stands are 3x3m in size with the option to purchase multiples stands within one of the Grand Marquees. Due to the layout of the marquees, the maximum size available is 3m x 12m.

**7.2** Shop units are 3x3m in size and will be part of a long 3m deep marquee structure. Multiples can be purchased giving a larger frontage with 3m being the maximum depth. A divider will be in place between individual traders only allowing for multiple adjoining spaces.

**7.3** The Grand Marquees and Shop Units are erected by professional companies and must not be tampered with in any way. No vehicles are permitted in the grand marquees or the shop units at any time. Security of property remains the responsibility of the Exhibitor. It is the responsibility of the Exhibitor to ensure that the marquees and shop units are closed up each day. In accordance with Clause 2.2, The Company is not responsible for goods on display by the Exhibitor or any damage resulting to goods, however caused.

**7.4** The Company are unable to provide marquees on individual Stand spaces. The Exhibitor is permitted to use their own supplier to erect a structure on their Stand spaces with prior approval in writing by the Company. The Company accepts no responsibility for a structure hired by the Exhibitor for siting, sign off or break-down. In accordance with 6.12 and 6.13, all marquees hired by the Exhibitor must fit within your stand Space

**7.5** No smoking is permitted inside the Grand Marquees or the Shop Units at any time. No camping stoves or cooking equipment is permitted to be used inside the Grand Marquees or the Shop Units.

#### **8.0 EVENT PASSES & EVENT ADMISSION**

**8.1** Exhibitor admission passes/tickets are only valid if sold by the Company or its authorised agents.

**8.2** All passes remain the property of the Company and Exhibitors' are not permitted to advertise or offer them for re-sale or to accept money in exchange for such tickets or passes. Any person or persons discovered doing so will be refused permission to participate in the Event.

**8.3** Event passes are posted out to Exhibitors prior to the Event. If passes do not arrive prior to your departure for the Event or arrive or are incorrect, do not delay and please notify the Organisers. Any replacement passes required will not be posted but held for collection upon arrival and will only be issued if the Organisers are notified in advance of the Event. Please do not arrive on site without having notified us that passes have not been received, in such circumstances your passes will be deemed received and additional passes will need to be purchased. It is the responsibility of the Exhibitor to ensure that the Company have up to date contact information for the Exhibitor.

**8.4.** Bookings made within 1 week of Thursday prior to the Event will have passes held for collection upon arrival.

**8.5** The Company are not responsible for passes mislaid or not brought to the event. Additional passes will need to be purchased. If the original passes are subsequently found, refunds will be given only if the passes are returned intact to the Organisers within 2 weeks of the date of the event. Passes reported as not received but subsequently presented at the event will be charged accordingly.

**8.6** Admission to the Venue is by Exhibitor Pass and Showground Vehicle Pass which are valid only via the Exhibitors' Entrance unless otherwise stated. All vehicles, including caravans and any towing vehicles require a vehicle pass to access the Event.

**8.7** Admission to the Event is by Exhibitor wristband only. Exhibitor wristbands are only valid through Exhibitors' Entrance. They are not valid through the Visitors Entrance at any time. Please ensure all persons using wristbands under your booking are made aware.

The only exceptions are:

• Exhibitors with Thursday early entry to the showground where they can enter through North Gate on Thursday only; Exhibitors' Entrance must be used from Friday.

 Automart Exhibitors with a Friday Mart Pass and Dealermart Exhibitors who can enter through North Gate on Friday only; Exhibitors' Entrance must be used on Saturday and Sunday.

• When the Organisers have given permission for entry via wristbands through an alternative entrance such as to facilitate the late arrivals of Automarts once the event is open.

#### 9.0 EVENT & SITE REGULATIONS

**9.1** The speed limit of 5mph must be observed when driving anywhere in the grounds at Beaulieu. No vehicle may be ridden/driven within the Showground during the public opening hours of the event unless directed to do so by the Organisers.

**9.2** The use of any form of loudspeaker is not permitted anywhere on site.

**9.3** Exhibitors must not operate any minibikes, motorbikes, monocycles, scooters, or skateboards at any time during the Event (including set up day). Bicycles must not be ridden during the public opening hours. Responsible and considerate riding of bicycles is permitted during set up and care must be taken to avoid nuisance and collisions with pedestrians. Bicycles are not permitted to be ridden at any time within the Beaulieu attraction areas.

**9.4** Only generators complying with current legislation are permitted in the Event and must be sited/protected so as not to cause disturbance or hazard to adjacent exhibitors or to visitors. Generators with a decibel level of up to 67 dBs may be permitted. Please note that they may be subject to testing and if they do not comply with the above they may not be permitted to operate. Generators are not permitted inside the Grand Marquees or Shop Units.

**9.5** Any electrical equipment which is brought onto the site must be tested/certified to the appropriate standards and should carry a current PAT testing label and comply with the Electricity at Work Regulations 1989. Electrical leads for external use must be fitted with 16amp plugs. No electric cables can cross gangways, walkways and fire exits. Equipment must not be left unattended with a live power supply to it.

**9.6** All Exhibitors must adhere to the regulations governing the use of liquid gas cylinders, generators and electrical supplies. In particular you must adhere to document No.102763 "Using Calor Gas Safely" (published by Calor Gas Limited).

**9.7** All heating and cooking equipment including barbeques must be kept well away from flammable materials and must not be sited to cause a hazard or nuisance to visitors or exhibitors. An appropriate method of extinguishing a fire caused by such equipment must be available for use at all times. Disposable or charcoal fuel barbeques are not permitted on site. In periods of protracted dry weather, the Company reserves the right to refuse the use of any barbeques and open flame cooking equipment. Fire pits are not permitted anywhere on site.

**9.8** Oxyacetylene Cylinders cannot be brought on site for any reason.

**9.9** The details of any practical demonstrations must be brought to the attention of the Organisers upon booking. Vehicles may be started up within the Automart as demonstration to prospective buyers but are not permitted within the showground without prior permission.

**9.10** Noise should be kept to a minimum after 23.00 until 07.00 in consideration for our neighbours and also fellow Exhibitors. Outside of this time sound levels from the Stand shall not exceed those levels which in the opinion of the Company causes a nuisance of which may be an

infringement of any licence or policy held by the Company.

**9.11** Dogs are permitted in the event grounds but must be on a lead and under proper control at all times. Please clean up after your dog. The Company reserves the right to remove the Exhibitor for failure to control a dog on site. In such instances the terms in clause 3.5 will apply.

**9.12** A no smoking policy, including e-cigarettes is enforced in all internal buildings/marquees and temporary structures.

#### 10.0 CAMPING

**10.1** Camping is only permitted for security reasons within your allocated stand space or in the designated area in the Exhibitors Car Park and nowhere else within the grounds or car parks of the Event, the Beaulieu Complex or Beaulieu Village. Camping is not permitted anywhere on site on Thursday nights without the Exhibitor booking the Thursday entry option. Contraventions to camping/parking rules will result in a £100 fee per night.

**10.2** Tented Camping is only permitted in the designated tented camping area only in the Exhibitors' carparkor on your standspace. For safety reasons pleased on otpitch a tent elsewhere within the Exhibitors' car park.

**10.3** No camping is permitted within the Automart areas or anywhere else within the Event, visitors car parks or the Beaulieu Estate.

**10.4** As a reminder, Forest bye-laws do not permit camping on the forest other than in authorised camp sites. Please visit www.thenewforest.co.uk for details on forest campsites.

#### 11.0 PHOTOGRAPHY AND FILMING

The Company reserves the right to take photos of any stock displayed for sale to use for either advertising or social media purposes.

## 12.0 GOVERNMENT PUBLIC HEALTH REGULATIONS

All exhibitors must adhere to any public health regulations imposed by the government and any measures put in place by the Company. Any business is required to put measures in place that prevent the spread of infection amongst staff, volunteers and customers. You should factor in these measures to your overall risk assessment.

#### 13.0 INVALIDITY GOVERNING LAWS ETC

The Contract shall be governed by and constructed in accordance with the laws of England.

No failure or delay by any person in exercising any right, power or privilege under these terms and conditions shall operate as a waiver thereof nor shall any single or partial exercise by any person of any right, power or privilege preclude any further exercise thereof or the exercise of any other right, power or privilege.

Please note the previous pages of instructions and above regulations take precedent over any verbal instructions or advice. Variations to any of the event instructions or regulations must be in writing to be confirmed.

## **Site Information**

**Information Point -** This will be in a new location from 2024 in red field adjacent to the toilets. Please see the map for exact location.

**Wi-Fi** - unfortunately we are not able to offer wi-fi to traders or visitors within the event. Wi-Fi is available on site from the Brabazon restaurant (during opening hours).

**Network coverage -** the best phone signal coverage is available on Vodafone and O2. Other networks may not be available on site.

**Card Payments -** we recommend card payment systems that rely on phone signal of Vodafone or O2. We cannot guarantee the reliability of the phone networks from the providers.

Phone Charging - we offer phone charging within the information point during the day. The service is complimentary but a cash deposit is required that will be returned on collection of your device - phones and tablets must fit within the lockable cabinet. Please note, leads and adaptors are not provided please bring your own charger with a standard 3 pin plug.

**Lost Children -** "If I am Lost, please phone...." wristbands for children are available from the information point. We would encourage you to obtain these if you have children attending the event.

**Exhibitor Shop** - A shop selling essential items for exhibitors will be available by the Old Wall between Red and Green Field, where the Cash/Banking facilities were previously located.

**Cash/Banking Facilities -** this will be in a new location from 2024 by the Information Point.

