

The 24th Year of the Family Festival
SHACKERSTONE 2018 - The Family Festival



SATURDAY 1st and SUNDAY 2nd SEPTEMBER

Presented by the Ashby Canal Association, the Shackerstone Show Society (Village),
the Leicestershire & Rutland 4x4 Response and the Friends of the Festival



RURAL TRADES
and
TRADITIONAL COUNTRYSIDE CRAFT
EXHIBITION and DEMONSTRATION AREA

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Hello - Shackerstone Family Festival is delighted to announce that once again it will be taking place during the first weekend in September. Let us start by saying a big 'Thank You' for supporting the Festival if you have attended in the past. The Festival run by volunteers since 1995 has raised many £s for charities and local projects over the years and the credit should be embraced by all those involved.

The Festival is thrilled to announce the introduction of a 'Living Crafts' area. The Family Festival is surrounded by wonderful countryside, villages and adjoins the Ashby canal. We are keen to promote local rural trades and traditional crafts to our 15,000 plus visitors.

We are therefore offering you the opportunity to exhibit in the 'Living Crafts' area at this year's Festival **free of charge** provided that:-

- Exhibitors practise a rural trade or traditional craft*
- All or the majority of their products are made by the exhibitors: and
- Exhibitors agree to demonstrate their craft and/or offer visitors to the Festival the hands on involvement (if appropriate) during the show

However, if you are selling a product whilst in this demonstration area, we would be grateful if you would consider making a donation to the voluntary run fund raising Festival

All applications must be made on the attached form. We hope you are interested in this new venture for the Festival and we look forward to hearing from you soon.

Beneficiaries in 2018 will include: RNIB - Marie Curie - Ashby Canal Restoration - Shackerstone & Congerstone Village Projects - Leicestershire & Rutland 4x4 Rescue - Other fund raising charities & local projects.

Shackerstone Family Festival Committee

*Rural and Crafts includes activities such as basketry, blacksmithing, chair caning, bee keeping, spinning, hedge laying, broom making, thatching, threshing, wood working and stone masonry. This is not a complete list so if you think you may qualify - please ask

Please note: This Application Form is not for those wishing to apply to entries for **TRADE, CRAFT and ANTIQUE STALLS** plus entries for the **ARTISAN LOCAL FOOD and PRODUCE FAYRE**

RURAL TRADES and TRADITIONAL COUNTRYSIDE CRAFT EXHIBITION and DEMONSTRATION AREA

- Priority given to TWO day bookings - Closing date for bookings - 3rd August
- Closing date for single date applications - 1st July
- Closing dates may be brought forward
- **FOUR (4) free passes allowed for each application.** Extra passes available at discounted prices.
- Please allow ample space on your Exhibition and Demonstration Area for any caravan/car etc that you require on your stand

PLEASE USE BLOCK CAPITALS

Name:		Business Name:		
Address: Post Code				
Tel No:		Mobile:		
E-Mail:		Insurance Company Name & Certificate Number:		
Exhibit and/or Demonstration description				
Please tick to indicate day/s attendance:		Saturday		Sunday
Indicate day of arrival (between the times shown for each day):	Thursday (10am/5pm)	Friday (10am/5pm)	Saturday (8am/9.45am)	Sunday (8am/9.45am)
Frontage of site required			feet	
Depth of site required			feet	
Does your stand include animals? (If YES please state on reverse of form the Name and Address of Owners if different from Exhibitor details)				Yes/No
Are you intending to use a generator?				Yes/No
I am selling my goods and am willing to make a voluntary financial contribution to the Festival (If prior - see payment details) If at Festival - to Cindy in Administration over the Festival weekend				Yes/No
Data Protection: 2018 sees changes to Data Protection Law, which requires us to have your consent for retaining and using your information to keep you updated about the Shackerstone Family Festival this year and in the future. We will use the information for that purpose only which may include the passing of information to other team members involved in the organisation of the Shackerstone Family Festival. None of your information is shared with any third party. For the Festival to continue processing and proceeding with your application please confirm that you agree for the data you have provided on this form to be stored securely by Shackerstone Family Festival. <u>Please tick the box.</u>				

ADDITIONAL ITEMS	Extra ADULT WEEKEND PASSES can be purchased at discounted price only with application. (Children free when accompanied by an adult)		Number required	@ £10 per wristband	
	EXTRA PASSES, ADVERTISING and SPONSORSHIP	Souvenir Programme COLOUR Advertising (Page size A5 vertical - Closing Date to receive your advert Mid July)		Quarter Page	£30
Half Page				£50	
Full Page				£90	
	Arena Banner Space	Stallholder to supply Banner		£40	
	Sponsorship options could include supporting an arena event, mention over the Arena PA, logo in the programme, link from the festival web, programme advertising, extra tickets - tick box for us to contact you				
(See choices on payment options on page three of the form) PAYMENT TOTAL £					

Payment Options (if applicable) & Details	
<p><u>BACS payment:</u> Account Name - Shackerstone Festival Company Ltd Sort Code. 40-32-03 Account No. 91471228 Payment Reference: RURAL(and then your surname)</p>	£
<p><u>CHEQUE payment:</u> (closing date 3rd August) Cheque enclosed & payable to "Shackerstone Festival".</p>	£
<p><u>FOR EITHER PAYMENT:</u> RETURN your APPLICATION FORM and a <u>STAMP ADDRESSED ENVELOPE</u> (and cheque if applicable) to: Cindy Aston, 11 Saxon Court, Leomansley View, Lichfield, Staffs WS13 8AS Telephone: 01543 418748</p>	

I have read and agree to abide by the terms and conditions of entry (SFF18).

Signed..... Date:(ca/web)

(the following pages are to be retained by the attendee)

RESERVATION NOTES:

1. **One form per stand please** - Further forms from www.shackerstonefestival.co.uk
2. Please aim to be in position between 8.00am and 9.45am on the Saturday and Sunday mornings, and park where indicated by a steward. The Festival is open to the public from 10am to 5.00pm each day.
3. Attendees will join a queuing system upon arrival; festival site officers will co-ordinate the positioning of attendees. Under no circumstances will attendees be allowed to locate on the site without the expressed permission of a festival site officer.
4. **No Traffic movements permitted between 9.45am and 5.15pm on both days.**
5. The position of the stand/stall by the organisers is final. If you require being by an adjoining stand attending please confirm on the form.
6. Please keep main circulation routes and emergency exits free. Remember the Country Code and please place all rubbish in the bins provided (or take away with you). Thank you!
7. **Your form will be returned unaccepted if there is no signature, no SAE, if payment is not enclosed (unless confirmed by bank transfer) or if your application has been unsuccessful.**
8. It is the intention of the organiser to have entertainment on the Friday & Saturday Evenings in the Real Ale Festival marquee. Refreshment stalls will be available from Friday lunchtime to the close of the Festival. The evenings are not open to the general public.
9. Passes and other documentation including instructions for arrival will be issued at the start of August.
10. **FOUR (4) free passes allowed for each application.** Extra passes available at discounted prices.
11. Naked Flames are allowed on stalls with prior agreement.
12. **SALES OF HOT FOOD & DRINK ARE NOT PERMITTED ON SITE AS THESE ARE TAKEN BY A SEPARATE CONCESSION. HOWEVER IT IS PERMISSIBLE TO PREPARE TASTE SAMPLES**
If in doubt - please ask.

ADDRESS TO RETURN COMPLETED FORM:

Please return **ENTRY FORM** together with **STAMP ADDRESSED ENVELOPE** and **FEE** to:
Cindy Aston, 11 Saxon Court, Leomansley View, Lichfield, Staffs WS13 8AS - Telephone: 01543 418748

FOR ALL OTHER CONTACT INFORMATION:

For **ALL** other enquiries please contact -
Shackerstone Festival Company Limited Secretary - Church Farm Cottage, Shackerstone, Nuneaton, Warwickshire, CV13 6NJ
Festival Webpages - www.shackerstonefestival.co.uk
Festival E-Mail Address -- info@shackerstonefestival.co.uk
Festival Telephone - **07470 134881**

FESTIVAL LOCATION

The Festival is on reasonably level grass location next to the Ashby Canal and Barton Road leading out of the village of Congerstone. Please follow the site signs and instructions given by the Festival Stewards.
SAT NAV CODE CV13 6NH

SFF18 - TERMS AND CONDITIONS OF ENTRY

DEFINITIONS:

In these terms and conditions of entry the following terms will have the meanings shown: The "Organisers" are the Shackerstone Festival Company Limited - "Attendees or Exhibitors" are any person(s) or organisation(s) submitting a form to the Organisers - The "Event" is the Festival or Rally described in the form - The "Form" is the Shackerstone Family Festival Entry Form - The "Space Charge" is the amount due for the space allocated at the rate shown on the form - The "Space" is the area allocated to the Exhibitor by the Organisers for the purposes of the exhibit (it also includes water space) - The "Exhibit" refers to the exhibition or stand placed on the Space by the Exhibitor, and includes displays, boats, structures, (permitted) vehicles, goods for sale, crafts or any other items belonging to, or under the control of, the Exhibitor [No car boot stands] - The "Site" refers to the whole area (including water space) under the supervision of the Organisers for the Event -

APPLICATIONS / ALLOCATION AND ACCESS OF SPACE:

- All applications must be made on the Form, which is obtainable from the Organisers. The supply of the Form does not constitute an offer of space.
- The Form must be completed with all relevant details by the Exhibitor (or his agent) and sent to the address shown, with the charge for the Space requested.
- No Space can be reserved unless a Form and payment have been received.
- The submission of the Form constitutes acceptance of these conditions. The notes on the application form also form part of these conditions
- Space is allocated at the sole discretion of the Organisers, who reserve the right to make alterations in the location at any time prior to or during the Event.
- The Exhibitor may make written requests about the location of the Space or the identity of neighbouring Exhibitors, but the Organisers cannot guarantee to comply with these, and the application cannot be conditional on these.
- After unloading, Exhibitors will be requested to park their vehicles away from the Space and the Site prior to, during and after the Event.
- **No vehicle movements on site between 9.45am and 5.15pm** each day unless approved by David Lock, Geoff Toon or Roger Grimsley.

USE OF SPACE / PROHIBITIONS:

- The sharing of space, except with specific written permission from the Organisers is not permitted. The content of the Exhibit must be as stated on the Form. The Exhibit must be on view to the public, and in the charge of a responsible person while the Event is open to the public. The Exhibit must be uncovered during these hours, and, if the Exhibitor neglects to do so, it may be uncovered at his risk.
- Exhibitors will comply with any rules or regulations made by the organisers.
- Exhibitors will comply with the requirements of the Fire Brigade, Environmental Health Officer and any other competent local or other authority, as well as any statutes, regulations or byelaws relating to the Site or its use.
- Exhibitors will be responsible for the conduct of their staff and their contractors.
- No party political propaganda, illegal or immoral matter may be displayed or disseminated from the Space or on the Site. The Organisers reserve the right to object to or remove such matter and/or require the Exhibitor to leave the Site. No refund will be made in such cases.
- No heating or cooking appliance may be used without agreement in writing from the Organisers and the agreement of the Fire Authority, and the provision of any protection they should deem necessary; other than those specifically fitted in caravans and boats for the purpose of heating or cooking to approved standards and for use by and for the Exhibitors staff.
- No Naked Flames are allowed on any stall without prior permission from the organisers.
- No loudspeaker, apparatus, other equipment or activity liable to cause a nuisance or annoyance to other Exhibitors or the public will be permitted.
- No excavations or fixing of articles or structures to any structure in the Space or on the Site by the Exhibitor is permitted without specific agreement in writing from the Organisers. Any such permitted excavations or fixing must be made good to the satisfaction of the Organisers or owners of the property concerned.

FLOATING EXHIBITS AND BOAT ENTRIES:

- All craft and other floating Exhibits shall be registered and/or licensed with the appropriate navigation authority, and comply with all relevant regulations before being brought to the Site. Any activities carried out upon the craft shall be authorised by any licence required by any competent authority.
- All guidelines from the organiser must be adhered to. The moorings are within a SSSI and subject to control by Natural England; please do not arrive more than 14 days prior to the event. The mooring or disposition of such crafts shall be authorised by the Organisers. Breasting up is only allowed from Bridge 51 to Bridge 53. No mooring alongside reeds is permitted.
- Toilets must not be discharged into the canal or other water course. Refuse, a water supply and mobile toilet facilities will be located nearby.
- The organisers shall at no time be held responsible for the loss, damage or destruction to any exhibit or property of the Exhibitor or his staff, contractors or visitors, however caused. The organisers accept no responsibility for property/personal belongings left on site prior to, during or after the event.

CANCELLATION, POSTPONEMENT OR ABANDONMENT OF THE EVENT :

- In the case that the Event, or any part of it, is postponed or abandoned by the organisers or, in the case of a cancellation, failure or curtailment of any licence, supply, agreement, services or facilities afforded to the Organisers whether due to strikes, lock-outs or other circumstances beyond their control, the organisers shall be under no liability in respect of any loss sustained or incurred by the attendee, and the Organisers shall be entitled to retain the whole or such part of all the sums paid to them as they at their absolute discretion, shall deem necessary to cover expenses incurred in connection with the Event.

WITHDRAWAL BY THE ATTENDEE:

- The Attendee may by notice in writing to the Organisers withdraw his application. If this is more than four weeks prior to the Event the deposit will be returned, subject to a cancellation fee of £10 which will be held by the Organisers for administration purposes. No refund made if cancellation is within four weeks of the Event

INSURANCE:

- The Exhibitor will be responsible for insuring his Staff and property, and take sensible precautions to guard against accident, loss or damage.
- The Exhibitor will also be responsible for the safety and conduct of his staff, contractors or visitors to the Space and for his and their property.
- The Exhibitor shall not do or permit any act other than that instructed by the organisers of the Event.
- The Exhibitor will insure with an office of good repute for Public Liability insurance cover to a limit of £5,000,000.
- The organisers shall at no time be held responsible for the loss, damage or destruction to any exhibit or property of the Exhibitor or his staff, contractors or visitors should instructions from the organisers not be adhered to.
- The transportation, lifting and/or installation of the Exhibitor's property shall be at his risk and the Organisers will not accept liability for any loss or damage of such property whether or not they are in receipt of payment for any such service.
- Floating Space Exhibitors and all boat entries must hold third party insurance to the minimum of one million pounds (£1,000,000).

CARAVANS/CAMPING :

- The organisers accept no responsibility for property/personal belongings left on site prior to, during or after the event
- Caravans are requested to be in position no later than 9.00pm on the Saturday of the event unless by prior agreement. However arrival on Friday prior to the event is permitted between 9am and 7pm. All caravans must be removed by 10am on the Monday after the event.
- **NO fires or BBQ's at ground level. The setting off of Chinese Lanterns, Fireworks or any item similar at any location on the site is strictly prohibited.**
- **Dogs are to be on short leads at all times.** Dogs must not be left unattended in either vehicles or caravans at any time
- All guidelines from the organiser must be adhered to.
- For the comfort of everyone using the site the use of Generators is restricted to domestic generators and their use is prohibited between 8pm and 8am. (Unless authorised by the organisers)
- There are **no designated disabled pitches** and depending on the festival layout sometimes access to the event is likely to require a short walk and river crossing via a pedestrian bridge.
- **It is the intention of the organisers to have entertainment on the Friday and Saturday Evenings in the Real Ale marquee. Refreshment stalls will be available from Friday lunchtime to the close of the event.**
- A water supply and mobile toilet facilities will be located nearby where possible. There is no electricity supply to either the festival or caravan/camping site.

DATA PROTECTION ACT (MAY 2018):

2018 sees changes to Data Protection Law, which requires us to have your consent for retaining and using your information to keep you updated about the Shackerstone Family Festival this year and in the future. We will use the information for that purpose only which may include the passing of information to other team members involved in the organisation of the Shackerstone Family Festival. None of your information is shared with any third party. For the Festival to process and proceed with your application you will have to confirm that you agree for the data you have provided on this form to be stored securely by Shackerstone Family Festival.

JUDGING OF EXHIBITED ENTRIES:

This is not a guaranteed feature for this or any future Event. The decision as to whether or not to run a competition, and for which classes of exhibit, and whether or not to make a presentation of any prizes, shields, cups or the like in connection thereof to bona fide exhibitors shall be at the sole discretion of the Organisers, who may also elect not to make any awards for a given year. Should the Festival Organisers be able to run this feature in any given year, the Judges' decisions shall be deemed final and binding.

FUNDRAISING & BENEFICIARIES:

Please remember that the main purpose of this Festival, organised by volunteers, is to raise funds for local projects and groups together with supporting a number of Charities. A list of both previous and proposed recipients is published in the festival programme.

The Shackerstone Festival Company Limited - Company No. 6733909