

The Garden Festival 2009 TERMS AND CONDITIONS

1. Bookings will be accepted on a first-come, first-served basis, although we aim to create a well-balanced event, and this consideration will ultimately determine whether or not an applicant is offered a space and whether particular requirements can be met.

2. At the time of booking all exhibitors should include information and literature about their exhibition/stall. Please include your website address so that we can create a link from the Garden Festival website.

3. Applications are welcome from individuals, sole traders and limited companies. If you or your company would be interested in sponsoring the event, please contact the organisers for a sponsor pack.

4. Exhibitors must conduct their business in a manner that does not interfere or conflict with the interests of other exhibitors and stall holders.

5. Hellens will be open for setting-up from 4pm until 9pm on Friday 12 June and from 7am on Saturday 13 and Sunday 14 June. In the interests of other exhibitors and the public, all exhibitors must complete the setting-up of their stand before the Festival opens to the public at 10am each day, and must not dismantle their stand until after the Festival has closed. Permission to move vehicles on site will only be given, when safe, by the organisers.

6. The Garden Festival is an outdoor event with all stalls set up within the grounds of Hellens. Exhibitors are responsible for making their own provisions in case of inclement weather. There will be indoor spaces available to the public for refreshments.

7. Hellens is closed to the public at night. The event organisers remain on site at all times. However, the organisers cannot accept any responsibility for lost or damaged goods, through vandalism, theft or any other means.

8. The event has Public Liability Insurance but exhibitors are responsible for any accidents or injuries to the public caused by their products or display stands etc., and it is a condition of taking part in the Festival that stallholders arrange their own Public Liability insurance. Please enclose a copy of your Public Liability Insurance with your application.

PAYMENT

9. Deposits (**£25**) must be sent with this booking form (**cheques to be made payable to the Hereford Waldorf School**). The balance of the booking fee is due by **Tuesday 31 March 2009**. Balances **MUST** be paid, in full, by the due date.

In case of non-payment by the due date the space will automatically be offered to another applicant on the waiting list. If you wish, you are welcome to send a post-dated cheque for the balance of fees – along with the separate cheque for the deposit – with your booking form. In the case of stallholder withdrawal after 31 March, the deposit will be non-refundable.

The organisers reserve the right to cancel the event, without refunds, at any time due to circumstances outside our control.

BOOKING FORM

Please use BLOCK CAPITALS.

Return this form with £25 deposit to:
Maggie Setterfield
The Garden Festival
Hereford Waldorf School
Much Dewchurch
Herefordshire, HR2 8DL
01981 540221



The Garden Festival
Plants, people, products, passion

Saturday and Sunday 13-14 June 2009
Hellens Manor House, Much Marcle, Herefordshire
www.thegardenfestival.co.uk
maggie@thegardenfestival.co.uk

Name _____

Address _____

Name of Company _____

Telephone _____

Mobile _____

E-mail _____

Website _____

Brief description of products

I enclose information/literature
about my organisation/products

I would like to book

- An exhibiting space (3m x 3m) for **Saturday** at a cost of **£50**
- An exhibiting space (3m x 3m) for **Sunday** at a cost of **£50**
- An exhibiting space (3m x 3m) for **both days** at a cost of **£75**
- A larger exhibiting space (approx. 4m x 5m) for **Saturday** at a cost of **£75**
- A larger exhibiting space (approx. 4m x 5m) for **Sunday** at a cost of **£75**
- A larger exhibiting space (approx. 4m x 5m) for **both days** at a cost of **£125**
- A table space (2m x 0.6m) for **Saturday** at a cost of **£25**
- A table space (2m x 0.6m) for **Sunday** at a cost of **£25**
- A table space (2m x 0.6m) for **both days** at a cost of **£45**

Please note, these table size spaces are not suitable for plant sales

Additional requirements

- Table hire, **£5** each. Number required _____
- Electricity required

Payment

- I enclose a cheque for the deposit of £25
- I also enclose a post-dated cheque for the balance of £ _____

(cheques to be made payable to the Hereford Waldorf School)

I have read the Terms and Conditions (overleaf) and agree to abide by them.

Signed _____

Date _____

You will receive confirmation of your booking via e-mail or post.