

# THE OVERLORD SHOW



## Trader Regulations

Amended Nov. 2017

### **CONDITIONS OF HIRING STALLS OPEN SPACE RESERVATIONS & PAYMENT**

No site is reserved until full payment has been received by the Solent Overlord Executive; this includes cleared cheques to our bank. All reasonable requests and instructions from the show secretary or via the show marshals will be mandatory. The SOE officials reserve the right to refuse entry or have traders removed at their discretion, any monies paid will returned, pro rata, without reason for this refusal offered or implied.

### **PUBLIC LIABILITY INSURANCE**

The traders shall hold Public Liability insurance available upon request at all times, and shall indemnify the organizers against all claims and actions in respect of any personal injury whether fatal or otherwise, also any damage, theft or loss which may be caused or occasioned in connection with the show, and against all costs and proceedings arising thereof.

### **STALL ALLOCATION**

This will be at the discretion of the organizers, pitches will be allocated according to the field layout, and each trader will be directed to his numbered pitch. Entry number is the plot number, and will be displayed on the site map.

### **STALL LAYOUT**

The stall and its accessories must be set-up within the marked area, no stalls are allowed in the vehicle exhibit lines. Stalls and goods must not encroach into the access gangways or into the pitch separation safety space; light guy ropes are not exempt from the latter.

### **ACCESS**

Traders will be allowed on site up to two days before the event by request and may stay for two days after if necessary. No vehicle movements during show opening hours & after 8pm.

### **ADMIN**

Ensure you book-in with the marshal on arrival. The directions and requests of the show marshals are not negotiable and these rules apply to everyone in your group. The location map is available and the site will be sign posted from the major routes and the A3M.

### **PASSES**

All stallholders will be issued with **two free vehicle passes** to enter the showground, and **two stallholder passes/wristbands**. Additional passes are at gate prices. All support vehicles are to be parked in the public car park as directed; only a stall vehicle and/or a caravan will be allowed in stall space - all to be within the

stall lines including goods on display. A vehicle may be advertised for sale, but must state a price and where the vendor may be contacted.

### **TRADE PITCHES**

No trader may move their stand once the space is allocated, no vehicles may move in the trade area during public opening 09:00 to 18:00. Any deliveries must be prior to 09:00 or after 18:00 on show days, please contact a marshal if these times are inconvenient. Written permission must be given if traders wish to bring dogs to the show.

### **SITE CLOSURE**

The vehicle entry gates will be closed and locked between 23:00 and 08:00 for security, if you reasonably need access outside site opening times make prior arrangement with the Show Sec.

### **LITTER**

All waste must be bagged and placed in the bins provided. Please recycle as much as possible.

### **SECURITY**

Traders may pitch camp on their allocated area.

### **PUBLIC ADDRESS SYSTEMS**

Traders may not have P.A. systems, music or other noises coming from their stands. Music demonstrations may be permitted at the organizers discretion.

### **PYROTECHNICS**

No pyrotechnics of any kind will be allowed or offered for sale.

### **DE-ACTIVATED WEAPONS**

All weapons on display and for sale will be checked for de-act certification. All weapons and ammunition must have inert certificates.

Traders **MUST** provide black bags or similar to cover sold de-activated weapons since no person is permitted to carry any weapon around the public areas.

### **MEDICAL HELP**

Contact any show marshals, we have trained first-aid personnel on-site during show days, in extreme emergencies call 999, the local public services are aware of the event and location.

### **FIRE SAFETY**

All traders must complete a fire risk assessment, which must be available for inspection. This document must cover the topics as shown in the Overlord Fire Risk Assessment, see appendix. All caravans, motor homes, trade stalls and tents must have appropriate extinguishers readily available outside the living, trading area vehicle, smoke alarms are recommended in sleeping areas.

Fully operational fire appliances are on site. Please take extra care with B-B-Q's;

### **BAR**

We have a bar on site with entertainment on Friday, Saturday and Sunday evenings, the barman supports the show by purchasing the concession, so please

**DO NOT** take your own drinks into the marquee, **he has the right to refuse entry.**

**SHOW CANCELLATION**

Notice of show cancellation will be announced at the time the committee has agreed it necessary, but no later than 3 days prior to show start date with all pitch payments refunded in full within 30 days. Should the cancellation be announced during show dates no refund will be given.

**THE OVERLORD CODE OF CONDUCT ALSO APPLIES.**