



**Trade Stand Application**  
**Friday 10th - Sunday 12th May 2019**

Company Name			
Stand Name			
Address			
Telephone			
Email			
Website			
Contact on Site	Name	Mobile Number:	
Products / Services offered:			
Programme Listing (The wording should be as you would like it to appear in the programme. Max 20 words)			
Social Media Channels			
Facebook:	Instagram:	Twitter:	

Stand	Size	£/unit inc VAT	No. Units	Total £
Open Ground - Min' frontage 3 metres	1m x 9m deep	£42		
Covered Shedding	3m x 6m	£200		
Wooden Floors	3m width	£50		
<b>Furniture Hire</b>				
Trestle Table	-	£10		
Folding Chair	-	£7.50		
<b>Total</b>				<b>£</b>

<b>Additional Information</b>	
I intend to sleep in or behind my stand (Yes / No)	
I intend to bring a generator (Yes / No)	
On behalf of the above named company, I accept all terms and conditions and undertake to abide by them.	
Signed	Date
Name	

Applications close 15th March. No application will be accepted without payment.  
 Cheques to be made payable to "Floors Outdoor Events". Please return completed forms to: Mrs M Goodson, Marlefield House,  
 Morebattle, Kelso, TD5 8ED Tel 07747 808007



For any queries, please contact Melanie Goodson - [melaniegoodson@ymail.com](mailto:melaniegoodson@ymail.com) - 07747 808007

#### **PAYMENT**

First time exhibitors **MUST** send a cheque with their applications. We cannot accept a bank transfer for first time exhibitors. Only accepted exhibitors will have their cheques cashed.

Cheques should be made payable to "Floors Castle Outdoor Events". Post to Mrs M Goodson, Marlefield House, Morebattle, Kelso, TD5 8ED Tel 07747 808007

Ensure that the name of your company is clearly stated on the back of the cheque. No application will be considered without a cheque or bank transfer.

If your application has been accepted, your cheque will be cashed during March / April and a VAT invoice sent by email.

Cheques received from unsuccessful applications will be destroyed.

#### **Bank Transfer**

Bank transfers may only be used by repeat exhibitors. Floors Castle Horse Trials reserves the right to reject your application. In the unlikely case of this happening, any monies received will be returned.

#### **APPLICATION CHECK LIST**

No application will be considered without:

**Application form** completed and signed

**Payment** in full

**Insurance** a copy of your public liability insurance covering the dates of the event enclosed.

**Health and Safety checklist and Risk Assessment document**

Please ensure that you have read our Exhibitor Terms and Conditions, by signing this application form, you state you agree with these.