



Scotland's Countryside Festival. Information and notes of guidance.

Scotland's Countryside Festival is owned and organised by Jaggy Thistles Ltd. The festival is in its 8th year.

We are a family run business based in Blairgowrie in Perthshire.

Because the staff and Directors are frequently out of the office, we use an answering machine. Messages are collected at least twice a day, and dealt with immediately. Please do leave a message, or e-mail the office.

Members of staff on site will be clearly identifiable and you should direct any queries about the festival to them alone, or telephone the office.

Our address is

Jaggy Thistles Ltd.
24 Allan Street,
Blairgowrie.
Perthshire.
PH10 6AD Telephone 01250 875712

or e- mail office@scotlandscountrysidefestival.co.uk
or look at the website <http://www.scotlandscountrysidefestival.co.uk>

The festival takes place at
Glamis Castle
Glamis Estate,
Glamis
By Forfar.
DD8 1RJ



APPLICATION FOR SPACE

All applications must be submitted on the appropriate form, which must be signed by the exhibitor or their representative; such signature being an acceptance of the regulations.

A remittance for all charges must accompany the Application Form.

We cannot, without exception, accept applications which are received without full remittance for all charges. This would be unfair to other potential trade stand holders. Cheques will only be cashed on acceptance of the applicant as a trade stand holder or exhibitor.

Applications are handled on a first come first served basis.

We reserve the right to refuse any application whatsoever, whether received prior to the closing date for entries or not, we also reserve the right to cancel any application which may have been accepted, without any reason being given.

CERTIFICATES

You must include your employer's liability insurance certificate, hygiene certificates if handling food, risk assessments, copies of any appropriate licences pertaining to goods sold or dealt.

RISK ASSESSMENT

Your application form must be accompanied by a fully completed risk assessment form.

APPLICATIONS FOR FOOD CONCESSIONS

These must be accompanied by a reference, photographs of the unit or units to be used, a sample price list relevant to the menu being offered at our festival, and up to date food hygiene certification. We are happy to give a reference to concession holders who have attended the festival in previous years.

TELEPHONE RESERVATIONS

The reservation of space by telephone will only be accepted as long as confirmation of the booking and full remittance of the charges is received within 48 hours. After this time the booking will be regarded as null and void.

LATE APPLICATIONS

Late applications will be considered subject to space being available

WAITING LIST

We operate a waiting list system. You may ask to be included on this.

TIMES OF OPENING

All trade stands must be open and staffed throughout the time the show is open to the public
(Saturday 9.00 am to 6.00 p.m., Sunday 9.00 a.m. to 6.00 p.m.)

SPACE AVAILABLE (Prices exclude VAT)

Open Space £85.00 per 1.5m frontage x 9m depth (5ft x 30 ft) + VAT @17.5%

Covered Shedding floored in which ground rent included. £400.00 per 3m x 6 m + VAT @17.5%

Food Hall Space Within Covered framed marquee £150.00 per 1.5m frontage x 3m depth for the two days + VAT @15%.

(add 25% for a corner site)

TENT Hire

Tent (by size, see below) Prices **exclude** ground rent which you must add to the cost of the tent.

Tent Sizes (Hire and erection of tent only, excluding ground rent)

3m x 3m Clear span frame marquee	£ 113.00 + VAT @15%
3m x 3m Clear span frame marquee with wooden floor	£ 131.14 + VAT @15%
6m x 3m Clear span frame marquee	£177.02 + VAT @15%
6m x 3m Clearspan Frame marquee with wooden floor	£252.81 + VAT @15%
6m x 6m Clear span frame marquee	£248.55 + VAT @15%
6m x 6m Clear span frame marquee with wooden floor	£401.10 + VAT @15%
9m x 6m Clear span frame marquee	£344.06 + VAT @15%
9m x 6m Clear span frame marquee with wooden floor	£572.85 + VAT @15%
9m x 9m Clear span frame marquee	£396.00 + VAT @15%
9m x 9m Clear span frame marquee with wooden floor	£652.86 + VAT @15%
12m x 9m Clear span frame marquee	£465.98 + VAT @15%
12m x 9m Clear span frame marquee with wooden floor	£742.97 + VAT @15%
24m x 9m Clearspan frame marquee	£932.09 + VAT @15%
27m x 12m Clearspan frame marquee	£1258.19 + VAT @15%
27m x 12m Wooden floor	£1265.53 + VAT @15%
20m x 15m Clearspan frame marquee	£1164.62 + VAT @15%
Floored Shedding (3m x 6m)	£400.00 + VAT @15%
Partitions	£ 22.62 + VAT @15%

Furnishings available

Flooring available	£4.50 per square metre + VAT @15%
Carpet available	£2.50 per square metre + VAT @15%
Flagpoles available	£65.00 + VAT @15%
Chair Hire	£2.50 + VAT @15%
Table Hire	£4.50 + VAT @15%

Tickets and Passes

Free tickets to exhibitors and tradestand holders are given at the rate of 1 ticket per 1.5m frontage.

Free Car passes are issued at the rate of 1 car pass for up to 3m frontage plus one per each 3m beyond this.

Tickets can be bought pre-paid at £9.00 + VAT @17.5%per ticket.

ALLOCATION OF SITES

The allocation of sites and positioning of trade stand space will be entirely at our discretion although every endeavour will be made to meet any request made by an exhibitor regarding the position of their stand. Preference will be given to return tradestand holders.

Exhibitors booking open space must apply and pay for sufficient space **to include all vehicles**, in accordance with stand sizes on application form, all stays, guy ropes, or tow bars required for any building, tent or caravan to be erected on the space.

Boundaries of sites will be marked and in no circumstances will exhibitors be allowed to occupy a space larger than that allocated to them, without first obtaining permission from the organisers.

PARKING

Parking is only allowed in the tradestand car-park. **Vehicles parked in any other area without permission will be towed away. The cost of this will be billed to the owner.**

SUB-LETTING

No exhibitor shall sub-let or part with possession of any portion of space allotted to them or remove to any site other than that allocated them unless by prior arrangement with the organisers representatives.

WITHDRAWAL OR CANCELLATION OF SPACE RESERVED

Where an exhibitor withdraws from the show or cancels the space reserved by them for any reason, within six weeks before the festival, all fees shall be forfeited. Jaggy Thistles Ltd. reserves the right to re-let such space.

STAND PREPARATION, ADMISSION, DELIVERY AND REMOVAL OF EXHIBITS

Exhibitors may commence work on their stand area one day prior to the opening of the festival or earlier by written arrangement with the site manager.

All sites must be occupied by 9.00 a.m. on both days of the event and must be ready for the public by 9.00 a.m.

Exhibitors with large mobile units should arrange to have these in position at least one day before the opening of the festival. (This is especially important when it is necessary to encroach on adjoining stand space to manoeuvre the unit into position).

No part of a stand may be closed or dismantled before 6.00 p.m. on the last day of the event. Vehicles for the removal of stands will not be allowed to enter the showground until 6.00 p.m. on the last day of the event, or such later time as circumstances may require.

Health and Safety at Work Act 1974

All exhibitors must organise their stand and staff in accordance with the Health and Safety at Work Act 1974.

Hazards All trade stand plots will be inspected on the Friday prior to the show and any hazards such as pot holes will be rectified. Any hazards identified over the weekend of the show should be reported immediately to Festival staff who will take action to remedy the problem.

ADMISSION OF VEHICLES DURING THE FESTIVAL

All vehicles must be removed from the showground and placed in the appropriate trade car park by 8.00 a.m. on both days of the event, unless they form part of the exhibitor's stand and as such have been included in the space booked and paid for.

No vehicles are permitted to move around the showground while the show is open to the public. Each stand will be provided with passes for the trade car park.

SERVICES

Electricity 1KW @ £145.00 + VAT @15%
 3Kw @ £193.00 + VAT @15%

Water Available free of charge.

FIRE PROTECTION

Exhibitors wishing to use heating, cooking or any other flammable appliance must make sure that these appliances are at a safe distance from any other combustible materials and that satisfactory safety precautions have been taken to prevent the spread of fire.

Cooking appliances on stands will only be allowed where the product is being demonstrated to the public or for the provision of refreshments for staff working on the stand. Heating appliances, gas piping, and gas cylinders must be kept out of reach of the public and stocks of inflammable liquids and spare gas cylinders must be kept in a safe position outside the tents or stands, and care taken to avoid leaking or spilling.

Jaggy Thistles Ltd. works closely with Angus Council to ensure the health and safety of all those involved with Scotland's Countryside Festival. Representatives of the council will attend the festival, and have the right of inspection of all trade stands and marquees. Representatives of Jaggy Thistles Ltd. and of Angus Council have full authority to order that the use of any appliances or equipment be discontinued immediately if in their opinion they constitute a danger, without Jaggy Thistles Ltd. incurring or being liable for any loss or damage which may be occasioned by the discontinuance. The decision of Jaggy Thistles Ltd and Angus Council in this matter must be accepted as final.

**ANY EXHIBITORS USING FLAMMABLE MATERIALS MUST SUPPLY A SUITABLE FIRE EXTINGUISHER OR EXTINGUISHERS IN THE INTEREST OF SAFETY.
FIRE PRECAUTIONS.**

Exhibitors are required to insure against fire, not only as regards their own property, but also against third party claims.

ASSISTANCE TO STRANDED VEHICLES

In the event of any of the exhibitors' vehicles becoming embedded in soft ground, where possible Jaggy Thistles Ltd. will assist in the removal of that vehicle by tractor or Land Rover. Should the exhibitor's vehicle require a larger vehicle recovery truck then this must be arranged and paid for by the exhibitor.

CATERING

The sale of any foodstuffs not specified on the tender document will be subject to further negotiation of fees or complete removal on inspection by the representatives of Jaggy Thistles Ltd.

Exhibitors may make arrangements regarding catering for their own staff on their own stands as they wish, provided that no exhibitors sell any foodstuffs or beverages, on their stands to members of the public, unless they have tendered for and been granted a catering concession by Jaggy Thistles Ltd. prior to the Show.

Exhibitors catering on their stands must conform to the requirements of the Food Safety Act 1990 and any relevant legislation currently in force.

LITTER, ETC.

Exhibitors must have their stands and immediate adjoining avenues cleaned up at the close of the event each day and any litter and refuse must be stacked ready for collection by Jaggy Thistles Ltd.

Caterers and exhibitors providing refreshments must provide their own bins for waste food.

Trade stands will be judged for presentation and the winning trade stand will receive a 50% reduction on a 3m x 9m site for next year's show.

Signs

Trade stand signs and exhibits must not be erected or placed in such a way that they overshadow or obscure any neighbouring stand or adjacent stand or any name thereon.

Signs must be so fixed that no damage is caused to any canvas. **Under no circumstances must nails or wire be driven through any canvas.**

DAMAGE TO CANVAS

Any exhibitor damaging any canvas onsite in any way will be liable to reimburse Jaggy Thistles Ltd. for the cost of repair or replacement.

COLLECTIONS, APPEALS AND RAFFLES

Charitable or other institutions wishing to make appeals for contributions to their funds and/or hold any type of raffle or draw must first obtain permission from Jaggy Thistles Ltd in the latter case submitting a sample of any ticket to be used plus full details of such proposed activity.

Applicants shall be responsible for obtaining all necessary statutory licenses and will send a copy of this licence to Jaggy Thistles Ltd.

SPONSORSHIP

Sponsorship opportunities start at £110 for a main ring arena banner. Individual events such as the scurry or the Devil's Horsemen for example, are all available for sponsorship. Benefits range from the sponsor having a presence, for example a banner at the event, to the sponsor being identified as the sole major sponsor of an individual event. Potential sponsors who are interested in major sponsorship of the whole event should contact the office.

ENTRY IN THE PROGRAMME

As a courtesy to our tradestand holders and our food vendors, we allow space for an entry on both our web site, and within the programme. This costs nothing, and you should write a short description of your stand or service, with contact details for inclusion.

Advertising in the programme is available. Please contact us for details

ADVERTISEMENTS

No exhibitor or other person shall be allowed to affix any placard or advertisement to any part of the Jaggy Thistles Ltd. plant or premises unless permission, in writing, to do so has been obtained from the company's representatives, nor will any person be allowed to distribute handbills or display advertisements except on his own stand, unless permission has been given in writing. Advertising banners may be used, for a fee, on the main ring.

NOISE

Exhibitors must not use any public address equipment unless permission has been given beforehand in writing.

Where a generator is used this should be of the modern type, and diesel, well muffled so as not to emit noise or noxious fumes to cause annoyance to adjoining exhibitors and the public at large.

SPACE LIMITATIONS

No exhibitor, whether a Charitable Organisation or otherwise, may carry on any activity outside the limits of their own stand, without first obtaining permission from Jaggy Thistles Ltd in writing.

ANIMALS

We must be notified, in advance, about any animals coming on to the site.

In any case where animals, birds or insects form part of any display or any stand or site, exhibitors must ensure that adequate and suitable arrangements are made for proper housing (with details submitted before the show), feeding and watering of such animals, birds and insects and the removal of any excreta therefrom as may be

necessary with the requirements of any Veterinary Officer. All animals, birds or insects should be free from infection.

A vet will be in attendance on both days of the festival to ensure appropriate standards of animal welfare are met.

Any person found by the vet not to be maintaining appropriate standards will be asked to leave immediately and forfeits any monies paid to Jaggy Thistles Ltd. The decision of the attendant vet in these circumstances is absolutely final.

SECURITY

A professional security company will police the whole site from one day prior to the event until twelve noon the day after the event. **Exhibitors should, however, supplement this facility by the use of their own security arrangements.**

INSURANCE

The showground is covered by the Jaggy Thistles Ltd's Insurance for public liability only. Any exhibitor with items of equipment or goods of value should cover them with their own insurance against damage or loss.

Disclaimer of Liability

In this clause the term Exhibitor shall include persons taking part in any competition, or display arranged by the Jaggy Thistles Ltd. and the owner of any animal, plant, machinery or other thing involved in any such competition or display or otherwise exhibited on the showground. Save for death or personal injury caused by the neglect of Jaggy Thistles Ltd, its servants or agents, Jaggy Thistles Ltd will not be responsible for death, injury, disease, damage or loss caused to any exhibitor or to his or her servant or agent or to any animal, article, plant, machinery or thing of whatever cause, death, injury, disease, damage or loss arises.

(Save as aforesaid). The exhibitor shall indemnify Jaggy Thistles Ltd against all claims, damages and expenses whatsoever in any way arising out of the presence of the exhibitor, his servants, agents, ground and shall assume full responsibility therefore.

Exhibitors are advised to insure against fire and other appropriate risk not only as regards their own property but also against any third party claim.

It shall be a condition of the acceptance by them of any site, or space, that exhibitors shall indemnify Jaggy Thistles Ltd against all actions, claims, damages or loss whether to persons or property arising out of or by reason of any animal, bird, insect, article, plant, machinery or apparatus of any kind whatsoever exhibited or brought on their stand or site or used in connection with or demonstrate or display any such exhibit or any appurtenance thereof or any handling or management or control thereof.

Acceptance of the foregoing provisions shall be a condition of application.

IF YOU DO NOT COMPLY WITH THE REGULATIONS OF THE EVENT

The representatives of Jaggy Thistles Ltd have power to order the removal of any article from the ground or to close the stand of any exhibitor who does not conform to the regulations of Jaggy Thistles Ltd, or the directions of its representatives, and, if necessary, to expel such exhibitor or their representatives from the showground.

No refund shall be made to the exhibitor of any sums of money which may have been paid by him for rents and charges.

OBSERVANCE OF REGULATIONS

All exhibitors, their contractors and employees, whilst on the showground, shall be subject to the rules and regulations of Jaggy Thistles Ltd, as interpreted by the Jaggy Thistles Ltd and its representatives.

UNAUTHORISED TRADERS

The representatives of Jaggy Thistles Ltd shall have power to remove from the showground any exhibitor whose articles are not in accordance with the description given on the entry form or any itinerant vendor who may have gained admission to the ground.

No mock or other auction whether involving tests of skill or not shall be permitted to take place.

All goods sold must be clearly exhibited to the public before sale and clearly described on the appropriate section of the application form.

Exhibitors are permitted to demonstrate their goods in reasonable manner. The definition of `reasonable manner' shall rest entirely with Jaggy Thistles Ltd.

We have tried to answer most of the questions, or issues which have been raised in previous years within this document, but should you have any further questions, please do not hesitate to contact us at the office telephone number or e-mail address.

Checklist

Application Form/ Tender.

Risk Assessment.

Relevant Certification or special licences i.e. food handling.

Reference if necessary.

Photographs of your stand/catering appliance if necessary.

Text for programme and website.

Payment.