



CHOLMONDELEY  
PAGEANT OF POWER

## Exhibitor's Information Pack and Terms & Conditions

### Public Date and times

CPOP 2016 is a three day event, 10<sup>th</sup>-12<sup>th</sup> June. The gates open to the public at 8am-6pm each day, with live action on track from 9am.

### Venue and Directions

Cholmondeley Castle is a privately owned estate situated just off the A49, the main North-South route from Warrington to Shrewsbury. See attached page for directions: <http://www.cpop.co.uk/general-information/directions>. For Sat Nav use postcode SY14 8ET.

### Preview Friday

The Friday is a key day for the press, trade, corporate hospitality and for manufacturers' private guests participating in the Magnificent Marques. In the morning the track will be open for manufacturers from 9am-1.30pm, with the competition practice starting at 2pm. Please note that the focus for the Friday will be the track. There will be many static displays from the military, helicopters and powerboats but live action does not start until the Saturday and Sunday.

### Trade Stand Booking Form and Payment (Form 1)

To secure a plot within the Trade Stands please complete the attached application form by 1<sup>st</sup> April 2016. Space allocation will be issued on a first come first served basis. For all applications a photograph or illustration of the stand is required. Once the application is received an invoice for 50% of the total will be raised to secure the pitch. The remainder 50% will be invoiced six weeks prior to the event. Payment must be received promptly. No vehicle passes or staff wristbands will be released until complete payment is received.

### Vehicle Passes & Staff Wristbands (Form 2)

Trade stands are allocated complimentary vehicle passes with the booking – number of passes allocated depends on number of vehicles on display and size of the plot. Staff tickets are allocated according to the size of the manufacturer display stand. All staff tickets and vehicle passes are dispatched three weeks prior to the event. See enclosed form.

### Electricity supply (Form 3)

Portable generators of any kind are not permitted on the event site. All exhibitors must use event electricity supply only. For these requirements please complete the enclosed forms.

### Security

Please ensure that you check arrival times and that vehicle passes are displayed in all your event vehicles. We cannot accept any responsibility for lost or forgotten vehicle or exhibitor passes. From 7pm on Thursday until 9am on Monday morning the event provides security patrol across the whole site. Cholmondeley Pageant of Power cannot be held responsible for any loss or damage to stock or property of individual manufacturers. If manufacturers wish to have a dedicated team for their stand please let us know.



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## Public Liability Insurance (Form 5)

As standard with most events we will be collecting information on your Public Liability Insurance – each exhibitor must have a minimum of £2 million public liability insurance. Please ensure you complete the section on the Risk Assessment Form. We will not be able to accept and process applications without this important information being obtained.

## Access

Exhibitor access is generally through the Estate Office Gate: Gate 2 and then into the manufacturers' area via the entrance on the Chicane by the pedestrian bridge. Please note that all exhibition stands must be completed and vehicles in place by 8pm on Thursday 9<sup>th</sup> June. Exhibitors should have vacated the event site by 3pm on Monday 13<sup>th</sup> June.

Weds & Thurs: 10.00 – 18.00hrs (access can be gained prior to the Weds but this needs to be arranged separately)

Friday: 0600 – 0800hrs and 1800-2000hrs

Saturday: 0600 – 0800hrs and 1800-2000hrs

Sunday: 0600 – 0800hrs and 1800-2000hrs

Arrivals outside of these times will be refused entry to the exhibition stands and will be redirected to the public car park, unless they have specific permission by the organizers.

On gaining entry to the site the exhibitor must contact the Site Manager, Charlie Barlow, to be allocated the exact location for their exhibit. Tel: 07802 560 182.

Exhibitors staying on the showground within the track may leave and enter the showground via Estate Office Gate 2 outside of show opening hours. All exhibitors, including contractors, must display vehicle passes, wristbands or tickets must be available for inspection by event security. Failure to do so will result in refusal of re-entry onto the event site.

## Catering

There are numerous catering outlets to suit all tastes from Friday – Sunday: please visit [www.cpop.oc.uk](http://www.cpop.oc.uk) for more information. Please note that on Thursday only a small number of outlets will be operating.

## Water Supply

There is a fixed stand pipe along the fence line behind the Car Marque zone and also within the Paddock.

## Telephone / Broadband / Wifi

With the success of being involved with ACP Solutions last year we are delighted to say we are enlarging the network around the site in 2016. If you are interested to the service please tick the box on the application form so we can help facilitate the service for you and call ACP to book 01953 833 345 .

## Event Programme: Exhibitors Index Listing (Form 6)

**If you have any further questions about the application for exhibition space please do not hesitate to call Charlie Barlow on 07802 560 182 email [charlieb@eximius.org.uk](mailto:charlieb@eximius.org.uk)**



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## Terms and Conditions for the supply of temporary electricity

1. The supply is derived from a generator (s) providing 230 volts single phase 50 Hz
2. Distribution is of a temporary nature.
3. Sizing of cables and distribution equipment is based on the power requirement stated on the electricity booking form submitted by each potential company. For this reason once each application has been accepted no additional load shall be permitted on the installation without prior consent of the installation without prior consent of the contractors and only when additional capacity is available.
4. Internal wiring of each stand is not included in the connection charge. Our engineers are able to undertake these works on request this will be subject to a separate cost and invoice.
5. Stand holders undertaking their own internal wiring shall be responsible for conforming to the IEE regulations BS 7671: 1992 and Special Locations, Guidance Note 7, Section 12. All relevant Health and Safety requirements. Electrical test and completion certification must be issued to our engineers prior to energizing the supply. The installation shall be confined to the stand space where each supply is terminated.
6. There shall be no interference with the electrical installation once connected to each stand, only company engineers will be authorized access to the installation.
7. Every effort will be made to provide an uninterrupted power supply. However, no liability will be accepted for consequential loss or damage due to power failure.
8. Completion of an Electricity supply form does not bind the company to offer a supply. A repayment will be made if it is not possible to provide a supply.
9. Generators should be operational from 10.30am on the day before the show to the close of the Show. Every effort will be made to ensure Trade Stands have electricity available from this time.
10. Failure to comply with the above conditions may, at the contractor's discretion, cause the supply to be withdrawn.
11. Payment for the supply of power will be required up front and will be included on the overall invoice.



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# Trade Stand Terms and Conditions

## 1 Definitions

In these Terms and Conditions the term "Exhibitor" means any person, firm or company who has made an application for and who has been granted space in the Show. The term "Show" means the event detailed on the Exhibitor Contract. The term "Organiser" means the Organiser identified on the Exhibitor Contract or its assignees. The Cholmondeley Pageant of Power 2016 takes place at Cholmondeley Castle, Malpas, Cheshire SW14 8AQ from Friday 10th June to Sunday 12th June 2016.

## 2 Exhibitor Application Form

Bookings of stand space at the Show must be made on the Organiser's official Exhibition Application Form and must (if so required) contain information on all Exhibits to be displayed. Until the completed Exhibitor Contract has been received and accepted by the Organiser, the Organiser has the right without giving notice to the Exhibitor to reallocate the stand space to another Exhibitor and the booking will be null and void. Upon acceptance of the Exhibitor Contract by the Organiser there shall be a contract between the Organiser and the Exhibitor to which these Terms and Conditions shall apply.

## 3 Allocation of Stand Space

Every effort shall be made to allocate to the Exhibitor the stand space which has been requested. However, to facilitate an effective layout of the Show and if the Organiser believes it to be in the best interest of the Show, the Organiser has the right to make a stand space reallocation at any time.

## 4 Payment

All payments must be made in accordance with the terms and methods set out on the Exhibitor Contract. In the event the Exhibitor fails to meet any such payment obligations (whether as to the amounts or date of payment) then the Organiser reserves the right to cancel its contract with the Exhibitor and to resell or reallocate the stand space allocated to the Exhibitor and the provisions of Paragraph 5 below relating to cancellation charges shall apply.

## 5 Cancellation of Stand Space

If the Exhibitor wishes at any time prior to the Show to cancel or reduce the stand space allocated to him, then written notice of such wish, stating reasons for such cancellation or reduction, must be given to the Organiser by Recorded Delivery Post. For the avoidance of doubt the Organiser shall not be obliged to accept the Exhibitor's notice of cancellation or reduction. The date of cancellation shall be the date the Organiser notifies the Exhibitor that it accepts the Exhibitor's notice. In the event that the Organiser accepts the Exhibitor's notice of cancellation or reduction of his stand space, or in the event that the Organiser terminates the contract with the Exhibitor for whatever other reason, the Organiser shall have the absolute discretion (but without prejudice to any other right or remedy available to the Organiser and without being under any liability to refund or reduce any payments due under these Terms and Conditions) to reallocate or resell the stand space allocated to the Exhibitor and to apply the following cancellation charges: The 50% deposit is non-refundable at any time of cancellation. Less than 3 months prior to the exhibition, 100% of the total stand cost is non-refundable.

## 6 Reduction of Space

In the event the Exhibitor notifies the Organiser in accordance with Paragraph 5 above that he wishes to reduce the size of his stand space, the Organiser shall be entitled to resell or reallocate such stand space and to apply the scale of cancellation charges set out in Paragraph 5 above to the total cost according to the amount by which the original stand space allocated to the Exhibitor is reduced.

## 7 Stand Space and Exhibits

The Exhibitor must occupy the space allocated to him by show opening time on the first day of the Show. In the event the Exhibitor fails to do so, he shall be deemed to have cancelled his stand booking space and the Organiser shall be entitled to resell or reallocate such stand space and the provisions of Paragraph 5 relating to cancellation charges shall apply. If in the opinion of the Organiser the Exhibitor's stand or display extends beyond his allocated space, the Organiser may at its sole discretion charge the Exhibitor for the extra space occupied at the prevailing rate. The Exhibitor must not erect his Exhibits in a manner which would in the opinion of the Organiser obstruct the light or impede the view along the open spaces or gangways of the Show or occasion inconvenience or to otherwise affect the display of any other Exhibitor. The Organiser reserves the right without being required to give notice to the Exhibitor to alter the layout of any site floor plan or position of any stand at anytime. The Organiser and any other person either authorised by the Organiser or having an interest in the premises shall without notice be entitled to access at all reasonable times before, during and after the Show to the Exhibitor's stand.

## 8 Prohibition of Transfer

The Exhibitor may not assign, sub-let, share or grant licenses over or permit any other party to occupy the whole or any part of the space allocated to the Exhibitor without the written consent of the Organisers.

## 9 Services

The Organisers may officially appoint any person, firm, company or corporation to provide any services in connection with the Show and only those appointed will be permitted to canvas Exhibitors or execute work in connection with the Show. Companies providing services for the Show are detailed in the Exhibitor's Manual.

## 10 Stand Construction

Space only sites comprise of a chalk marked floor space only. It is the sole responsibility of the Exhibitor to provide island site dividing walls and/or exhibition perimeter walling, carpeting, any raised floor requirements, electrics/rigging, etc. Exhibitors are required to arrange the design and building of Floor Space only sites, (including any island site dividing walls and/or Exhibition perimeter site walls to a height of no less than 2.5 meters). NB: The Organisers are NOT responsible for the cost of these walls. All construction must be carried out within the provisions of the Health and Safety at Work Act. All stand construction, dressings and stand materials must comply with the rules and regulations details of which will be published in the exhibitor's Manual. Exhibitors will be charged in full for removal of any goods or parts of space only stands not removed by the end of the de-rig period. Shedding Sites comprise of tentage including side and back partitions and front night screen. Information on optional additional extras, such as floor covering and electricity will be included in the Exhibitor's Manual. Electrical supply and lighting are not included in the shedding scheme package but are available from the officially appointed Electrical Contractor.

## 11 Duration of Show

Details of Show hours are given in the Exhibitor's Manual. During these times stands must be adequately manned by the Exhibitor's staff with the Exhibit's fully set up and not covered up. The Exhibitor must be ready and able to conduct business during the Show hours.

## 12 Undesirable Activities

If it appears to the Organiser that the Exhibitor may be engaged in activities which are deemed to be contrary to the best interests of the Show or which appear unethical or to be in breach of the law, the Organiser may, without being under any liability to refund or abate any charges paid or due herein, cancel any stand space allocation which may have been made to the Exhibitor and require him forthwith to vacate the stand space allocated to him and refuse the Exhibitor the right to participate further in the Show.

## 13 Compliance with Regulations

The Exhibitor shall abide by and observe all requirements, laws, rules and regulations whether imposed by the Organiser, the proprietors or managers of the show ground or any municipal or other Competent authority.

## 14 Insurance

Without prejudice to his obligation to indemnify the Organisers under clause 19 the exhibitor shall at all time whilst these rules apply maintain adequate insurance cover with a reputable insurance company or Lloyds underwriter in respect of the following risks: The risks incurred by the indemnities in sub clause 19 Public liability to a limit of not less than one million pounds for any one occurrence (with no limit on the aggregate cover) Employers liability sufficient to be in compliance with the Employers Liability (Compulsory Insurance Act) 1969 The Exhibitor shall also ensure that he has full indemnity insurance against the usual risks in respect of all loss or damage to goods Loss of expenses and commitments caused by cancellation, abandonment, postponement, curtailment or delayed transportation – £20,000. The Exhibitor shall on request produce for inspection by the Organisers the policy and premium in respect of receipt of the above policies mentioned.

## 15 Cancellation or Change of Location or Date of Show

Change of location, curtailment or change of date or show. In the event that the site where the show is to be held, shall, in the sole determination of the Organiser, become unfit or unavailable for occupancy or shall be substantially interfered with by reason of fire, flood, pest or any other such cause or as a result of government intervention, malicious damage, acts of war, acts of God, strike, lockout, labour dispute, picketing, embargo, injunction, or should the Organiser decide that owing to any such cause or agency it is necessary or advisable to curtail, relocate or change the date of the show or reduce the planned period for preparation display or dismantling, the Exhibitor waives any and all claims he might have against the Organiser for refunds, damages or expenses. Under any of these circumstances the Organiser reserves the right without being under any liability to the Exhibitor for refunds, additional expenses or otherwise, to change the location and/or date of the show upon reasonable notice to the Exhibitor. The Exhibitor hereby acknowledges that in the event any of the circumstances referred to in the above paragraph occur he shall have no right to any refunds, damages or expenses. In the event the Show (or part thereof) is cancelled by the Organiser for commercial reasons, including without limitation, lack of support, then all payments by the Exhibitor to the Organiser will be refunded, but the Exhibitor hereby agrees that in such circumstances he will have no further claim (whether for damages or otherwise) against the Organiser.

## 16 Default and Exhibitor's Insolvency

If the Exhibitor breaches or fails to perform or observe any obligations or restrictions set out in these Terms and Conditions, or if the Exhibitor becomes bankrupt, commits any act of bankruptcy, ceases to carry on business, goes into liquidation, or has a receiver, administrative receiver, manager or administrator appointed in respect of any of its assets or enters into any composition with its creditors generally or has a petition preserved for the making of an administration order or has an order made or resolution passed for it to be wound up (otherwise than in furtherance of any scheme for the amalgamation or reconstruction) of if the Exhibitor undergoes any similar or equivalent process in any jurisdiction then the Organiser shall be entitled without notice to the exhibitor to terminate its contract with the Exhibitor forthwith and to resell or reallocate the stand space allocated to the Exhibitor and the provision of Paragraph 5 above relating to the cancellation of stand space shall apply.

## 17 Failure to Vacate and Dilapidations

If the Exhibitor, or their servants, agents or subcontractors should fail to remove all their property or otherwise fail to vacate the show ground by the specified time as shown in the Exhibitor's Manual, due to any cause whatsoever, the Organisers will hold the Exhibitor fully responsible for any penalties imposed by the venue owner, or any other losses and costs incurred by the Organiser as a result of the Exhibitor failing to vacate the premises by the agreed time. Should the Exhibitor, their employees or agents cause any dilapidation to the premises the Exhibitor concerned shall be liable for the cost of any dilapidation charged by the venue owners.

## 18 Limitation of Liability

The Organiser, its employees or agents shall not be liable for any loss, theft, damage or injury to persons or property suffered by the Exhibitor, its employees or agents. Information given by the Organiser about the show is accurate to the best of its knowledge but does not constitute any warranty or representation by the Organiser and therefore any mistake or omission will not entitle the Exhibitor to cancel his stand space booking. Whilst the Organiser shall use its reasonable endeavors to organise and promote the show in such a manner as it considers appropriate, the Organiser reserves the right to amend or vary the manner or methods of such Organisation and promotion and therefore any statements made by or on behalf of the Organiser as to audience projections or methods of timing of promotion shall constitute only general indications of the Organiser's promotion and Organising strategy and shall not amount to any representation or warranty.

## 19 Indemnity

The Exhibitor hereby fully and effectually indemnifies the Organiser against all costs, claims, demands, proceedings and losses whatsoever made against or incurred by the Organiser, its employees, agents or contractors as a result of any cause whatsoever arising in connection with the participation in the show of the Exhibitor, his agents, contractors or employees. The Exhibitor also fully and effectually indemnifies the Organiser against any claim made by any contractors or agent appointed by the Organiser as a result of a failure on the part of the Exhibitor, his agents, contractors or employees to perform in any way any contract entered into by the Exhibitor with such contractors or agents. If the Exhibitor is a limited company, the directors of the Exhibitor hereby undertake to fully and effectually indemnify and keep indemnified the Organiser its employees, agents and contractors against all costs, claims, demands, proceedings and losses for which the Organiser or its employees, agents and contractors may become liable in consequence of damage or injury to any person or property occasioned by or arising out of the act, default or negligence of the Exhibitor, its employees or agents or any other person under its direction or any independent contractor engaged by it.

## 20 Entire Agreement

These Terms & Conditions contain the entire agreement between the Organiser and the Exhibitor and may not be changed orally, but only in writing signed by a duly authorised representative of the part against whom enforcement of any waiver, change, modification or discharge is sought.

## 21 Governing Law and Jurisdiction

These Terms and Conditions shall be construed in accordance with English law and the Exhibitor hereby submits to the non-exclusive jurisdiction of the English courts.