

Baby & Toddler Fair  
Quality Royal Hotel, Hull  
Saturday, 16<sup>th</sup> May 09  
Terms and Conditions

It is understood that in signing for and purchasing table space at the Baby & Toddler Fair that the event terms and conditions will be adhered to.

1. **Payment:** Payment must be made in accordance with instructions on the booking form. A non refundable deposit is required of 50%. The remaining balance is due by 1<sup>st</sup> March 09. Failure to pay the final balance by the due date may result in the stand being resold. Bookings will be confirmed by email with an invoice for the full payment.

2. **Description of goods:** The application form for table space must contain an accurate description of goods to be exhibited or sold.

3. **Withdrawal or cancellation of space:** Where a stallholder withdraws from the show or cancels the space reserved for him/her for any reason, all fees due shall be forfeited and the Event Organisers reserve the right to resold the space.

4. **Allocation of sites:** The allocation of sites and positioning of trade stand space will be entirely at the discretion of the Event Organisers, although every endeavour will be made to meet any request made by a Stallholder regarding the position of his/her stand. Before the event, Stallholders will receive by email the floor plan detailing the location of their stand, subject to change on the day.

5. **Goody Bags:** All items to be inserted into the Goody Bags must be delivered to 6 Nightingale Close, Walkington, HU17 8YF by 15<sup>th</sup> April 2009. A maximum of 250 items must be supplied for insertion.

6. **Insurance:** Stallholders are required to take out the necessary insurances against fire and all other risks including third party claims. The Stallholder must also indemnify the Event Organisers against all claims, damages or expense whatsoever in any way arising out of his/her attendance or his/her exhibits on the event site. The completed booking form for a trade stand shall be deemed as confirmation by the Stallholder that the necessary insurance cover(s) has / have been obtained, and the Stallholder agrees to indemnify the Event Organisers, their staff and their agents against all and any claims that may arise. Remember to bring a copy of your Public Liability Insurance with you on the day of the event.

7. **Fire Safety:** It will be the responsibility of each Stallholder to ensure that adequate fire precautions are taken. The Event Organisers reserve the right to implement further rules and regulations in respect of fire precautions, as and when necessary.

8. **Stand Cleaning:** Stallholders are responsible for the cleanliness of their stands and all rubbish must be taken home. Adequate litterbins must be provided by stallholders on their stands, should they produce a significant volume of litter.

9. **Cancellation:** No refunds will be made should the event be cancelled due to reasons beyond the control of the Event Organisers.

10. **Health and Safety:** At all times upon entering the Quality Royal Hotel, Hull you will ensure that your exhibition, equipment, and all or any other property is in a condition that is safe for all persons who may reasonably and foreseeably come into contact with or be affected by it, and that you, your servants and agents conform to all statutory and local conditions, directions and advices. All goods or services sold at the event should conform to current trading standards legislation.

11. **Set up and Vacation Times**

Stallholders will be provided with a table as requested (see 4. above) and an appropriate number of chairs. Stallholders will be able to enter the Quality Royal Hotel, Hull and start setting up their stand from 9am. The event is open to the public from 10am to 4pm. Please be considerate to your potential customers and fellow stallholders by not packing up your stall before 3.30pm. Stallholders must clear their area by 4.45pm on the day of the event.