

BMC & Leyland Show 11 July 2021

Trade Application Form

Contact Name	Website
Address	
	Postcode
Email	Telephone

Outdoor Trade Space -

Minimum outdoor booking is a 15ft frontage @ £55 plus £5 for every extra ft width required. Plots are approx. 20ft deep, enough to allow for 1 car to be parked on the plot

1 standard space of 15ft @ £55

..... extra ft @ £5 per ft = £

Total cost of space

£

Please note: All stand locations are subject to change prior to the event.

Please provide a brief description of the goods/service that you provide :

Passes

Stand space fees include admission to the site/Museum for stall holder plus 1 other guest and 1 vehicle pass.

If you need any extra passes for your assistants and/or children please state this with your application form.

Please note there is no admission without a pass.

PAYMENT DETAILS

I would like to pay by cheque. Please make cheques payable to B.M.I.H.T.

I would like to pay by debit/credit card.

Please take payment of £ From.....(state card type)

Card number

Expiry date CCV - the last 3 digits on the signature strip

MAESTRO ONLY Valid from Issue No.

Name on card



Timings

- ◆ Set up- Saturday 10 July, 12pm to 5pm
- ◆ Set up- Sunday 11 July, 7.30am to 9.30am
- ◆ Show open to public- Sunday 11 July, 10am to 4pm
- ◆ Show breakdown- Sunday 11 July, 4pm to 6pm

I have read and agree to the Show Terms and Conditions (outlined below).

I enclose a completed booking form and payment for £

Signature

Name

Please return by Sunday 4 July to: Bookings Department, British Motor Museum, Banbury Road, Gaydon, Warwickshire, CV35 0BJ.

t: 01926 649 649 e: bookings@britishmotormuseum.co.uk

Sign up to our monthly e-newsletter by ticking the box below and be the first to hear our Museum news, offers and upcoming events.

Yes please, sign me up (you can unsubscribe at any time)

Terms and Conditions: By ticking the box above you are consenting to being contacted by the British Motor Museum. Your information will be stored until such time as you request to be removed from our mailing list. See our website for full T&Cs.

Show Terms and Conditions

**PLEASE DO NOT LIGHT FIRES OR BARBEQUES.
DO NOT LEAVE CHILDREN OR VALUABLES UNATTENDED.**

- **All Covid-19 guidelines must be complied with**
- Display vehicles should be in position by 10am (gates open 7.30am) and should not normally leave before the show finishes.
- Vehicle passes are for display vehicles, If you are brining your display vehicle on a trailer once the display vehicle has been unloaded the event support vehicle and trailer must leave the arena and park at the top of the site (behind the control building). Please note that vehicles with a disabled badges are also not allowed on the arena (unless they are a display vehicle), they should be parked in the appropriate disabled parking area.
- Unrestored vehicles may be permitted (at the organisers discretion) by prior acceptance. Such vehicles will be trailered to the show and must have the appropriate insurance.
- All vehicles driven to the show must have Road Tax, MOT (where applicable) and at least Third Party Insurance.
- Only vehicles displaying a Vehicle pass will be allowed into the display areas. All other vehicles will be directed to the public parking areas.
- Display locations and movement of display vehicles are under the control of the show organisers.
- Clubs will select vehicles to parade in the show ring at specified times (numbers may be restricted to meet time schedules).
- The British Motor Museum and grounds are open to the public from 10am—5pm.
- Attendance at the show and camping/caravanning or parking is at your own risk.
- Toilets and showers will be available on site for campers but there will not be any electric hook-ups.
- With exception of assistance dogs, we regret that pets are not permitted anywhere in the museum. Pets must be kept on a lead at all times.
- All tickets are non-refundable.
- We regret that we cannot accept responsibility or liability for theft, loss or injury on this site under any circumstances.
- All children under 16 MUST be accompanied by an Adult whilst in the Museum Building.

We cannot offer refunds on this event.

Closing date for all vehicle exhibitor entries is midnight Sunday 4 July 2021

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Trade Risk Assessment



Under current legislation, The Management of Health & Safety at Work Regulations 1999 requires all employers and self-employed persons to "make a suitable and sufficient risk assessment posed by work activities and anyone affected by them, so far as is reasonably practicable".

This form has been designed for trade exhibitors to complete for the show. Please tick as appropriate to your stand and the equipment you will be bringing.
Failure to return your risk assessment may result in your application being refused.

Contact Name	Company
Address	
	Postcode
Email*	Telephone

Risk Assessment Completed By:

Contact	Signature
Date	Print

1. Identify potential hazards on your stand:

- a) Slips/Trips & Falls
- b) Services – e.g. Water, Compressed Air, Electricity
- c) Machinery – e.g. drilling, grinding, cutting
- d) Hazardous Substances e.g. Gases, Chemical & Biological
- e) Manual Handling
- f) Vehicles
- g) Working at Height
- h) Other (please state) _____

2. Please identify persons that could potentially be harmed:

Exhibitors Contractors Visitors Staff

3. Please identify control measures to reduce the risks:

A) Slips/Trips & Falls hazards eliminated:

- a) Carpet taped down securely
- b) No trailing cables across stand or gangways
- c) All display items secured safely to stand
- d) Good Housekeeping – non slip surfaces, general cleanliness
- e) Clear access & egress to stand and gangways
- f) Other (please state) _____

B) Services used for purposes they were intended and all relevant regulations complied with.

- a) Water Supply limited to portable containers
- b) Electricity Socket not overloaded & correct fittings used
- c) Extension leads no longer than 2metres and tested.
- d) Compressed Air (No Service available from The British Motor Museum) tested as
- e) Appropriate and serviced.
- f) Other (please state) _____

3. Please identify control measures to reduce the risks (cont'd)

c) Machinery

Fitted with suitable guarding to prevent access to hot surfaces, blades, grinders etc....
Working machinery production products & waste materials storage & handling process in place
Any necessary protective clothing & equipment supplied
Permit to work available (Hot work i.e. Naked Flame permit must be obtained from The British Motor Museum before use of this type of equipment/procedure)
Other (please state) _____

d) Hazardous Substances

Suitable handling, waste & storage procedures & processes
Any necessary protective clothing & equipment supplied
Other (please state) _____

e) Handling & Lifting

Suitable for purpose equipment used
Manual Handling processes
Any necessary protective clothing & equipment supplied
Exhibitors and staff suitably trained
Permit to Work & Licences available
Other (please state) _____

f) Vehicles

Minimal fuel and disconnect batteries for Vehicles displayed inside
Drip trays placed under vehicle
Operatives/drivers must be familiar with vehicle
Vehicle to be locked
Vehicles not parked on access roads, Zebra crossings or double hatch line areas.
Other (please state) _____

g) Working at Height

Suitable fit for purpose equipment & protective clothing supplied
Trained personnel operating equipment & completing task
Suitable fit for purpose equipment used
Other (please state) _____

h) Other-please state details _____

4. Residual Risk with the above control measures in place

Low
Medium
High

If medium or high please complete section 5

5. Additional Controls Measures

Add additional controls
Eliminate risk completely
Additional control measure (please state) _____

Please note that no trading will be permitted without receipt of a completed risk assessment prior to the event date.

Completed risk assessments and trade applications must be returned to:

**Bookings Department, British Motor Museum, Banbury Road, Gaydon,
Warwickshire, CV35 0BJ
or emailed as an attachment to bookings@britishmotormuseum.co.uk**

If you have any questions about completing these forms please call 01926 649649