

# THE LONDON HARNESS HORSE PARADE SOCIETY

Incorporating  
The London Cart Horse Parade Society and the London Van Horse Parade Society  
(registered charity number 1035613)

**LONDON HARNESS HORSE PARADE**  
**SOUTH OF ENGLAND CENTRE, ARDINGLY,**  
**WEST SUSSEX, RH17 6TL**  
**EASTER MONDAY 1<sup>st</sup> April 2024**



**FORM OF APPLICATION FOR TRADE STAND SPACE**  
**APPLICATION CLOSING DATE: 1st March 2024**

Trading Name:
Address:
Post Code:

**STAND REF.**

**(Leave blank)**

All correspondence will be sent to the above address

CONTACT NAME: Mr/Mrs/Miss.....

TEL: .....MOBILE: .....Email: .....

BRIEF DESCRIPTION OF STAND AND GOODS OR SERVICES TO BE DISPLAYED OR SOLD	OPEN SPACE	£
This section MUST be completed	<b>3 Metres frontage at £45.</b>	
FOR OFFICE USE ONLY:  CHEQUE NO _____  AMOUNT _____  DATE OF CHEQUE _____  BACS PAYMENTS -PLEASE CONTACT THIS OFFICE FOR BANK DETAILS	<b>6 Metres frontage At £70.</b>  Depth will be 6m. Please advise if more depth is required	
	<b>TOTAL AMOUNT DUE</b> (cheques payable to London Harness Horse Parade Society)	

Current COVID Rules and Regulations will be adhered to at all times

I agree to comply with and be bound by the Regulations of the London Harness Horse Parade Society and confirm that insurance will be effected in accordance with paragraph 22 of the Trade Stand Regulations. A copy of the insurance certificate is enclosed herewith.

Signature .....Date .....

THIS APPLICATION MUST BE SIGNED BY THE EXHIBITOR  
PLEASE RETURN TO LHHP, OAKLEY FARM, MERSTHAM, SURREY, RH1 3QN

## TRADE STAND REGULATIONS

- 1 Trade Stand Entries will only be accepted if made prior to 1<sup>st</sup> March 2024 on a properly completed Trade Stand Space Application form accompanied by the total fee.
- 2 Trade Stand Space will be available as follows:- OPEN SPACE £45.00 per 3 metres frontage. £70.00 per 6 metres frontage. Depth of stands will be 6m. Please advise if greater depth is required.
- 3 All Trade Stands must be open and manned from 9.00 am on Easter Monday 1<sup>st</sup> April 2024
- 4 Each stand holder will be issued with one vehicle label. Further vehicle labels will be available if needed on request. Vehicles must not be parked in the avenues, or on stand frontages during the hours the event is open to the public.
- 5 There should be no vehicle movement between the hours of 9.00 am & 2.30 pm on 1<sup>st</sup> April 2024
- 6 Exhibitors are only permitted to trade in goods or services as described on their application form.
- 7 Exhibitors shall not offer for sale for immediate consumption, any food, sweets, foodstuffs, drinks, cigarettes or tobacco without the express permission of the Society. Small samples may be given away, free of charge, for sales promotion purposes.
- 8 Exhibitors may make their own arrangements for catering on their stands, provided that no exhibitor may sell or offer for sale any foodstuffs or beverages on his stand unless written permission has been obtained from the Society.
- 9 Exhibitors catering or selling foodstuffs on their stands are reminded that they must conform with the requirements of the Food Hygiene Regulations 1970. Officers of the Environmental Health Department of the Local Authority have right of access to all stands during the Parade.
- 10 Exhibitors are reminded that the Medicines Act 1968 and the Poisons Act 1972 apply to the display and sale of veterinary products, medicines, etc. All displays and sales must comply with the provision of these Acts, any other relevant Acts and the Rules and Regulations of the Pharmaceutical Society of Great Britain.
- 11 Exhibitors must contain their sales activities to the area allocated and must not block any walkway or avenue or distribute leaflets anywhere other than on their stand.
- 12 Exhibitors may not use any loudspeaker apparatus, engines, or other equipment, participate in any activity or practice, or sell, display or offer for sale any toxic, noxious or offensive substance, article or thing, so as to cause nuisance, annoyance or distress to other exhibitors or to the public.
- 13 Exhibitors may not commence work on their stand area before Monday 1<sup>st</sup> April 2024
- 14 All postholes are to be back filled and the ground/turf reinstated by the exhibitor after the event.
- 15 All stands must be kept clear of rubbish during the time the Show is open to the public.
- 16 All exhibits, mobile units etc must be cleared from the site by 4 pm on Monday 1<sup>st</sup> April 2024
- 17 Exhibitors are required to observe all statutory requirements regarding Safety related to their exhibits.
- 18 Exhibitors are allowed to use their own generators providing they cause no distress or nuisance to other exhibitors or to the public.
- 19 Only if written cancellation is received 30 days or more before the Event will any refund be made.
- 20 Save for death or personal injury caused by the negligence of the Society, its servants or agents, the Society will not be responsible for death, injury, disease, damage or loss caused to any exhibitor or to his or her servants or agents or to any exhibit, animal, vehicle, equipment, plant, machinery, article or thing of whatever nature brought onto Event site by the exhibitor.
- 21 Save as aforesaid, the exhibitor shall indemnify the Society against all claims, losses, damages and expenses whatsoever in any way arising out of the presence of or the taking part of the exhibitor, his or her servants, agents, exhibits, animals, plant, vehicle, equipment, machinery, articles or other things of whatever nature on the Event site and shall assume full responsibility thereof.  
Acceptance of this rule shall be a condition of entry or participation in any event, competition or display, promoted or arranged by the Society.  
The Society accepts no responsibility or liability whatsoever for any statement or information in any document published by the Society.  
The Society will in no case accept liability or any loss or damage (whether direct or indirect) arising from or caused by the abandonment or cancellation, whether total or partial, or the postponement of the London Harness Horse Parade for whatever reason.
- 22 (a) It is the responsibility of the exhibitor to insure all property and livestock on the Event site or elsewhere which is his own, or for which he is responsible.  
(b) The Society requires exhibitors to effect Employers Liability insurance where this is required by statute.  
(c) The Society also requires exhibitors to effect Public Liability and Products Liability insurance with a minimum indemnity of £5,000,000 to protect their liability under paragraph 20 and 21 above. Evidence to such insurance to be submitted with application form.
- 23 GDPR (Data Protection) All data provided for the purpose of exhibiting at the Event may be stored on the shows systems and databases. By submitting the trade stand application form you are confirming that you have carefully read the Rules and Regulations and agree to be bound by them and give your permission for the data to be stored.