



FOOD HALL STAND PRICE GUIDE

Charge: £140.00 + VAT per Stand

The Stands Units are created using traditional Farmers Market Stands and are 2.5 metres x 2.5 metres. All stands have a tabletop for displaying your produce. However, this can be removed for fridges etc. Please indicate on booking form if you require your tabletop. The hall has a polished concrete/ wood floor combination that is wipe clean. If required, chairs can be provided.

Stand Frontage	2.5m x 2.5m
Tickets Allocated	2
Car Pass Allocated	1
Furniture Allocated if required	1 tabletop & 2 chairs
Cost	£140 + VAT

Power can be supplied to a stand at a cost of £60 + VAT per stand.

Due to the pressure put on the Hall's power supply during the Show, the following guidelines must be followed:

- Each stand is allowed a maximum of 4 amps of power. This should cover (for example) lighting, a refrigerator and a till. If you are in doubt, please check with the office. If you require more than the 4 amps please state on the Booking Form. There will be an additional charge for extra power - advise on application.
- Anyone using over 4 amps without booking will be charged accordingly.
- Please be wary of appliances such as ovens / coffee machines with high wattage.
- Please state on booking form what electrical equipment you will be using.
- The use of kettles on stands is STRICTLY FORBIDDEN.
- All electrical requirements that you have stated on your booking form must be PAT tested and will be assessed by the BUAS electrician at any time throughout the show.

OUTDOOR ELECTRICAL SUPPLY FOR VANS / LORRIES

If you wish to park your van near to the Hall and require an electrical hook - up, there will be a charge of £40.00 per day. These Electrical points are limited and must be booked in advance. You will need to supply your own extension cables.

CONSUMPTION OF FOOD AND DRINK

- FOOD – Exhibitors may sell food products for immediate consumption but must comply with the Food Safety (Scotland) Regulations 2006 and the Health and Safety at Work Act 1974. If you have any queries regarding your stand you can contact the Local Authority Environmental Health Department. Contact: Jane Humphreys, Food Safety Officer. Tel: 01835 824000 (Ext : 5720) Email: jane.humphreys@scotborders.gov.uk
- When offering any food, the Exhibitor has full responsibility for complying with the requirements of the Scottish Borders Council in respect of all food offered for sale or otherwise provided at their stand.
- It is expected that the Local Authority Food Health and Safety Department officials will be inspecting stands within the Food Fair during the 2020 Show.
- Apart from food purchased for immediate consumption Only wrapped foodstuffs may be sold from Food Fair Trade Stands.
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- ALCOHOL - BUAS are working closely with Police Scotland and the licencing authority to encourage the safe and responsible consumption of alcohol.
- Companies selling alcohol must obtain a licence from the Scottish Borders Licensing Board.
- No alcohol is to be served before 10.00am on both days as per your Licence.
- If anyone has any queries regarding the above, please contact: Alan Niven, Licensing Unit, SBC Headquarters, Newtown St. Boswells, Melrose TD6 0SA. Tel: 01835 825031. Email: aniven@scotborders.gov.uk

Additional Windscreen Passes are **NOT** available for the Trade Stand Car Parks due to space restrictions. Please see notes on 'Access to the Showground during the Show' within the trade stand regulations for a parking alternative.

Additional Admission Passes are available at fully discounted rates up to Friday 10th July, thereafter they must be purchased from our website:

Discount Rates (Single Admit Inclusive of VAT)

Friday: £ 8.00. (Standard Price £12.00)

Saturday: £12.00. (Standard Price £17.00)

Payment for all extra tickets must be made prior to the Show.

All applicants must be registered as a food business with the Local Authority in whose area they are based. A copy of your food registration must accompany your application.

CLOSING DATE FOR APPLICATIONS:

MONDAY 13th April 2020

Regular Exhibitors must reply by the above closing date and abide by the Terms of Payment to guarantee their position, should they wish the same site. The Society will adhere to requests if possible, but the final decision will be made by the Society.

Terms of Payment: Total remittance must be made by the specified date, as a final confirmation of booking, otherwise the Society have the right to cancel the reservation and re-let the Stand space.

PAYMENT DATE:

On or before 13th April – 30 days

After 13th April – On application

Public Liability: Each Company or person booking a site must be covered by Public Liability Insurance. Proof of cover MUST be available for inspection at the Show **and** sent to the office in advance with the form/ paperwork.

Risk Assessment: A duly completed Risk Assessment and Fire Risk Assessment must be submitted with all applications.

Any questions or queries regarding exhibiting at the Border Union Show please contact:
Trade Stand Co-ordinator, Charlotte Newton (Charlie),
Email trade@borderunion.co.uk or Tel 01573 224188.