

Terms and Conditions

Exhibitors

Booking

Booking includes 2 staff passes for both days and one car parking space. Any extra staff passes should be booked via the betterwayevents.org website.

For an exhibitor stand to be booked, they must complete and submit this form. Booking will then be confirmed once payment has been made and the required documents have been signed and received.

Once exhibitors have paid, all fees are non-refundable should you need to cancel your booking. All cancellations should be notified to the organiser as soon as possible. Refunds may be applicable in special circumstances.

Trading Hours

Exhibitors will be allocated an indoor space in advance of the fair.

Exhibitors will be able to set up their stall the day before the fair starts on Thursday 13th June. Alternatively, they can set up on the morning Friday 14th June between 7.00am – 8:00am. **It's important all that all stalls need to be ready for the opening of the fair at 8:30 am with the first panel commencing at 9:30 am on Friday 14th June.**

Exhibitors can start to pack away on the evening of 15th June. The public will be allowed on site until 11pm, so feel free to trade until then.

Take down is available on Sunday 16th should you require this option.

Sharing a stand

We have included this option in order to make this as cost effective as possible for our exhibitors. Please note if you wish to share a stand please advise us who you wish to share with. If the business is deemed suitable for the Detox Fair, we will offer them the space. Please note the lead booker will be responsible for the full payment (please invoice the other business directly should you wish to share the cost). The sharing business can choose to add a programme advert should they wish to be advertised at a cost of £100 1/4 page

Additional Costs

Power - please advise if you will require access to power for your stand. Please note there may be a charge for this and we will quote according to your needs.

Programme Advert - 1/4 page programme advert (W57mm x H88mm) is included in the cost of the stand. You can choose to upgrade to 1/2 page advert (W88mm x H122mm) for an additional £100 or a full page advert (W122mm x H185mm) for an additional £200. Please advise in the additional information

Advert specs - Output advert to be exact print size shown (we may add a 0.5mm border), no bleed needed. Crop marks optional. Press-ready PDF or Illustrator file with fonts outlined. Please do not send JPGs or PNGs. If using Word/Powerpoint to create artwork, please advise. Images at least 300dpi at the print size. Colours converted to CMYK. Large areas of solid black, eg. background to use rich black, eg. CMYK 60/50/40/100.

Security & Property

Exhibitors are responsible for their own property and money at the event and no responsibility is accepted by the organisers for any loss, damage or financial loss.

We recommend that valuable items and money is packed away safely in your possession overnight.

Exhibitors must dispose of all waste and rubbish where allocated and leave their designated area the

way it was found.

Child Safe

This is a family-friendly event so please don't display anything that could be considered offensive.

Health and Safety

All electrical items must be PAT tested.

Exhibitors are responsible for ensuring that anyone handling food and drinks on their stall adheres to food hygiene regulations including safe handling, hand washing, allergen training and keeping foods at the correct temperature.

Documents

If successful you will be asked to provide the following documents:

- Public Liability Insurance
- Pat Testing for any electrical equipment