

DORSET CULTIVATION EVENT



WED 24 SEPT 2025

RULES & GUIDELINES

Exhibitor is the term used for a holder of a Trade Stand and/or Demonstration Plot

Please read these before signing your agreement at the bottom of the Trade Stand booking form.

PAYMENTS

- A 50% deposit must be made at the time of booking with full payment received by 1st August by cheque, credit/debit card or by BACS/electronic transfer.
- Cheques should be made payable to Dorchester Agricultural Society

STAND CANCELLATIONS

- Please confirm cancellation of a Trade Stand site in writing, to the Show Secretary.
- If cancellation is made for any reason after 1st June, no refund will be issued.

ENTRY TICKETS

- Every person working on a Trade Stand will require an admission ticket on Show day.

TRADERS PARKING

- Complimentary parking is available to all traders and visitors.

STAND NUMBERS/BOUNDARIES

- Trade Stands must not use any part of the Event site outside the boundary of their site.
- Please ensure that your marquee or exhibition contractors check the size and location of the site with the Event Office before building any structure.
- The Trade Stand number will be clearly displayed – if in doubt, check the Event Office who will take you to the correct site.
- Your number will be issued with your tickets prior to the Show. Should you need to prepare any advertising etc in advance, please contact the Event Office to confirm your Trade Stand number.
- The Dorchester Agricultural Society reserves the right to re-position Trade Stands at any time before or during the Show, should it be necessary. If this should be the case, the Trade Stand will be advised.

ARRIVAL

- Exhibitors can access the Event site from 10:00 on Monday 22nd September 2025
- Exhibitors within the Trade Stand Field with large mobile units requiring space to manoeuvre must ensure they arrive early prior to other stands around them setting up.
- Units and Trade Stands positioned incorrectly will not be permitted to open for business until they are sited correctly.

- Exhibitors are responsible for their employees and contractors, ensure that they are competent to carry out the work required on site. Please ensure that they are given the correct tickets on show days and the correct stand number, location and size of stand.
- Please note Enforcement Officers can visit the site pre-event, and your contractors may be asked to produce their Health and Safety paperwork.
- All Exhibits must be in place and open by 09:30 on Event day.
- The Dorchester Agricultural Society reserves the right to close or re allocate any Trade Stands not occupied by 09:30 on the day of the Event.

VEHICLE ACCESS

- The vehicle gate will be manned at all times in case of an emergency.
- Trade vehicle access is up to 9:00 on the 24th September.
- Please have some identity linking you to your stand pre and post show for access.
- Valid Event Tickets are required to access the site on the morning of the Event. Those without a Valid Ticket will be required to purchase one.
- On Event day vehicle access to the site is closed between 09:30 until 16:00 for Public Safety Reasons.
- The use of quads, mopeds and bikes (or similar) is PROHIBITED.

UNLOADING

- When unloading your vehicles, please ensure you have cleared the area first and it is safe to do so.

SECURITY

- There will be event security overnight on Tuesday 23rd and Wednesday 24th September
- However, Trade Stands are still responsible for taking adequate security precautions on their stand as the Show cannot accept responsibility for theft or damage to stands or their goods.

BREAKDOWN

- ALL TRADE STANDS MUST REMAIN OPEN UNTIL 16:00 ON THE DAY OF THE EVENT.
- Trade vehicles for the removal of exhibits will not be permitted to move on or off the Showground until 16:15.
- Any delay in the start of vehicle movements will be in the interests of safety.

HEALTH & SAFETY PAPERWORK

- As part of your booking terms and to ensure your compliance with legislation all Trade Stands and Demonstration Plots must supply a copy of their Risk Assessment and Fire Risk Assessment for the event.
- Please ensure that your Risk Assessment considers your Event set up, breakdown as well as Event time operations.
- It is the responsibility of the Exhibitor to ensure all staff and contractors work in accordance with the relevant Health and Safety Legislations.
- Exhibitors must ensure that any risks to the health, safety and welfare of its employees and others are minimised, and all appropriate controls are in place.
- Enforcement Agents from the Health and Safety Executive, Dorset Council and other inspectorates will be on site throughout the Event.
- **Your Risk Assessment must detail your policy and practices relating to Coronavirus.**

- The Dorchester Agricultural Society reserve the right to refuse acceptance to the Show to any Trade Stand or Demonstration Plot that fails to provide a suitable Risk Assessments.

GENERAL

- Exhibitors are responsible for adequately fencing off and securing any part of their exhibit that could be dangerous to visitors, including tent pegs, guy ropes etc.
- Under no circumstances may any person climb onto the roof of any temporary structure unless competent workers and safe operating procedures and equipment are in place.
- All mechanical and hydraulic devices must be guarded and secured against dangerous or unintended operation/release. All raised components must be securely supported by mechanical means and must not rely on hydraulic pressure to remain in position.
- All loaders to tractors or equipment on tractors and other machines must be secured in a safe position.
- All steps and ramps must be firm and strong with non-slip handrails and surfaces.
- Exhibitors with Trade Stands or Demonstration Plots containing moving parts or anything which may be considered dangerous to the public must be guarded to comply with safety regulations governing the particular display. Guards must not be removed for any purposes whilst machinery is in operation.
- Anything considered unsafe by any Steward may be closed down and/or removed from the Showground.

ELECTRICITY / GENERATORS

- Traders and Demonstrators can supply their own generators. Petrol generators must not be used unless they are an integral part of a unit (built into a exhibition trailer). Other silent generators may be used as long as they cause no nuisance to other exhibitors and comply with current regulations.
- Trade Stands can book electric through the Event Office.
- The use of sharing generators and sub-letting of electricity between Trade Stands is strictly **PROHIBITED**.
- All other electrical supplies from the infrastructure to the Trade Stand must be supplied by the Event's Electricians.
- The Dorchester Agricultural Society cannot be held responsible for any fluctuation/loss in supply, and will not accept any claims for damage to equipment/loss of earnings caused by said fluctuations/loss of electrical supply during the Event.
- The charges detailed include the supply ON HIRE and installation from the electricity supply, a proportion of the necessary main cable, overhead/underground network, switch fuse and control equipment, together with all necessary circuit wiring and fittings and for taking down and removing at the close of the Event.
- The electricity supply will be terminated at the nearest point on the Stand to the distribution pillar.
- It is strictly understood that ONE item of equipment only is connected to each point.
- Trade Stands will be charged £50.00+VAT for each callout due to overloading or defective equipment. We reserve the right to refuse connection to supply any faulty equipment. Any work carried out on equipment to bring it to the required standard will be charged on a time plus material basis.

- Trade Stands will be held responsible for any materials which are damaged or missing at the end of the Show. Damaged or missing equipment will be charged to the Trade Stand.
- Applications for electricity supplies must be made on the booking form, and before the closing date.
- Supply of electricity should normally be available to Trade Stands from 09:00 on event day until 16:30.
- Every portable electrical appliance intended for use at this Event must display a valid PAT tested label, and appropriate certification. Power will not be connected until these tests have been carried out.

WIFI

- Wifi will not be available at this show.

FIRE

- In the event of a fire please dial 999 and IMMEDIATELY inform the Show Office that you have done so on 01305 264249.
- If time allows unplug electrical items and isolate gas.
- Ensure all staff are accounted for, and leave the area immediately, or as directed by the Show Officials.
- Do not try and remove items from your stand and DO NOT put yourself at risk.
- If you find a suspicious package, do not touch it but contact the Event Office immediately on 01305 264249 giving the exact location.
- Any marquee or structure large enough that the public cannot leave within 6.5m from the deepest part must have a FIRE EXIT identified. Fire Exits must be operable and accessible at all times.
- It is the responsibility of the Trade Stand to ensure that necessary fire precautions are taken and are required to supply suitable fire extinguishers for the size of Trade Stand booked, this includes small bays within marquees.
- Fire extinguishers must be located within the Trade Stand and be easily accessible, well maintained and must be on hand during build up and breakdown.
- Trade Stands planning to use Liquefied Petroleum Gas (LPG) **must** indicate this on the booking form.

WORKING DEMONSTRATION PLOTS

- These will be an approximate size to what is booked.
- Plots will be allocated at the discretion of the Show Secretary.
- Each Exhibitor may place a stand/ stationary exhibit on the headland closest to the pedestrian avenue, Exhibitors will be advised in writing to confirm the correct positioning of their static exhibit.
- A full site map will be sent ahead of the Event.
- Exhibitors must supply their own machinery operators and diesel.
- All operators of machinery working on the plots must hold the necessary certificates and have these ready for inspection at the Show.
- The Organiser will designate the direction of work. Exhibitors will be advised in writing ahead of the Event and by an Official at the Event.
- Operators must take all reasonable precautions when driving on plots and especially when turning on headlands and be aware of the spectating public at all times.
- Exhibitors must take reasonable precautions to prevent spectators following directly

behind working machinery. Demonstrations must stop immediately if a spectator is in the immediate vicinity of working machines or machinery.

- Exhibitors giving demonstrations of specific machinery on areas of their plots must ensure that there is no other working machinery in the vicinity of the spectating public
- All vehicles must be roadworthy with the appropriate tax, insurance etc.
- All power take offs and power take off drive shafts must be suitably guarded.
- Mouldboard ploughs are permitted but exhibitors are asked to work down ploughed land before leaving their plot as well as restoring open furrows as best as possible.

GENERAL REGULATIONS

- **Alcohol** – Exhibitors are responsible for ensuring that no alcohol is obtained by anyone under the age of 18.
- **Balloons, Kites, Blimps and Chinese Lanterns** – Selling or making a gift of balloons, kites, blimps or Chinese Lanterns from your stand is strictly prohibited.
- **Charitable Collections** – Charities wishing to make appeals for contributions for their funds must obtain written permission from the Show Secretary. If permission is granted, collections must not be made outside the limits of the Trade Stand.
- **Cheap Jack Traders and Auctions** - Vendors of 'cheap jack' articles or itinerant vendors who may have gained access to the Showground will be evicted. The selling of goods by auction, shouting or behaviour that causes nuisance to visitors or exhibitors is strictly forbidden. The description of 'cheap jack' or 'nuisance' shall rest with the Show Secretary who shall have the power to remove offending Trade Stands and their goods from the Event site.
- **Dangerous Weapons** – The promotion and/or sale of offensive weapons such as knives, Laser Pens, catapults and BB guns is strictly forbidden. Any Trade Stand found displaying, promoting or selling such items will be removed from the Showground immediately.
- **Sale of Firearms** – All firearms must be secured with a suitable chain or other fixing through the trigger guard at all times, unless being handled for demonstration purposes. All Police & Firearms Licences must be in place and available for inspection.
- **Demonstration/Noise** – Exhibitors must not allow sound to emanate from their area in a way that causes annoyance to other Trade Stands, demonstrators or the public. Exhibitors wishing to use radio-microphones during the event must obtain advance permission from the Show Secretary, if permission is granted, you must provide the frequency to be used at least one month prior to the Show. If permitted and subsequently the sound levels are exceeded, Exhibitors must reduce output if advised by the Event Stewards. The Stewards are authorised to stop any activity offensive to neighbouring Stands or the public. However, the Show Secretary's decision shall be final as to the acceptable level of noise emanating from stands. If volume is increased following the decision on an acceptable level the Show Secretary is empowered to ban the use of such equipment for the remainder of the Event.
- **Two-Way Radios** - Exhibitors wishing to use two-way radio equipment must inform the Show Secretary of the frequency and equipment being used. The Event reserves the right to limit the use of two-way radios on the event site.

- **Disclaimer of Liability** – The Dorchester Agricultural Society, will not be liable or responsible for any injury, loss or damage arising from any error with the allocation of space, or if a Trade Stand or Demonstrator encroaches on the space allocated to another. The Dorchester Agricultural Society staff or volunteers will not in any way be liable to any persons for any damage or loss to the property of such person or for any injury, however caused, fatal or otherwise, to any such person while upon the event site or car parks, or while entering or leaving the same.

Exhibitors shall be solely liable for any loss, injury or damage that may be done to, occasioned by, arising from any article or property exhibited or brought on to the event site by or for him, and shall indemnify the Dorchester Agricultural Society on account of, or in respect of such damage caused. Exhibitors shall be held liable for the behaviour and for any misconduct or negligence of their staff or contractors and the consequence thereof.

Acceptance of the Show Regulations is a condition of entry, and it is the responsibility of Trade Stands to ensure that they comply with these regulations.

- **Dogs** – Dogs are allowed onto the event site on non-retractable leads. Dog mess must be bagged and put in waste bins provided. Exhibitors must be responsible dog owners, dogs must not be locked in cars or trailers for a long period of time or left on trade stand for prolonged periods without the opportunity to exercise.
- **Exclusivity** – The Event will not grant exclusivity to any company to promote or sells goods at the Show.
- **Food and Drinks Sales** – No one other than Official and Mobile Caterers with permission from the Show Secretary will be allowed to sell drinks or prepared/take away food for consumption on the event site.
- **Force Majeure** – If an event defined hereafter as Force Majeure occurs Dorchester Agricultural Society will not be responsible for the financial consequences, or any losses, actions, claims or demands caused to, or made by a Exhibitor, Demonstration Plot, Trade Stand or their servants or agents caused by the failure of the Dorset Cultivation Event to be held on one or more days, but for the event of Force Majeure on which it would otherwise be held.

Force Majeure means for the purposes of this clause exceptionally inclement weather; flooding of the whole or any part of the Event site, or the whole or any part of the car parks associated with it; an act of God including but not limited to fire, flood, earthquake, windstorm or other natural disaster; act of foreign enemies, hostilities, (whether war be declared or not), civil war, rebellion, revolution, insurrection, military or usurped power or confiscation, nationalisation, requisition, destruction or damage to property by, or under, the order of any government or public or local authority or imposition of government sanction embargo or similar action; law, judgement, order, decree, embargo, blockade, labour dispute, including but not limited to strike, lockout or boycott; interruption of utility service including, but not limited to electric power, gas, water or telephone service; failure of the transportation of any personnel equipment, machinery supply or material required by Dorchester Agricultural Society to run the Dorset Cultivation Event; breach of contract by any essential personnel; any other matter or cause beyond the control of the Dorchester Agricultural Society.

- **Goods/Receipts** – For all items sold by an Exhibitor a receipt **must** be handed to the customer bearing their trading named, address and telephone number.
- **Hot Surfaces** – Where hot surfaces are used on a Trade Stand or Demonstration Plot for cooking, the area must be adequately guarded from the public and in particular, children.
- **Goods ordered at the Show** – Each Trade Stand must give customers placing orders at the Event, the articles exhibited by them, or others of equal quality at prices not exceeding those displayed on the Stand. All orders taken at the Event must be dispatched promptly, and where delivery time is more than six weeks after the Show, customers must be made aware of this at the time of ordering. Failure to abide by this Regulation could result in exclusion from future Shows.

- **Indemnity by the Trade Stand / Demonstration Plot** – The Trade Stand and Demonstration Plot Holder will indemnify the Dorchester Agricultural Society for:
‘All claims arising out of the Exhibitor and their staff, contractors and invitees conduct at the Trade Stand or Demonstration Plot generally and against all claims, demands, damages, proceedings, costs or expenses whatsoever in any way relating to, or arising out of the use of the Trade Stand and Demonstration Plot’.

Any claims which may any time be made against Dorchester Agricultural Society (whether the Occupiers Liability Act 1957 or otherwise) in relation to the Trade Stand or Demonstration Plot (including any claim made by any of the Exhibitors employees) arising wholly or in part from any Act or omission of the Exhibitor.

- **Insurance** – Trade Stands and Demonstration Plots must have Employer’s Liability Insurance to satisfy Health and Safety requirements. Where an Exhibitor does not have Employer’s Liability cover, because they rely on volunteers or self-employed persons, they must have Public Liability cover. All Exhibitors holders **MUST** have a minimum of £2.5 million Public Liability Insurance cover.

Public Liability cover provides protection for claims made by visitors to the area of a Stand. This is particularly important where volunteers or self-employed persons are working for a Trade Stand since there is a strict duty of care to these persons as they are treated as employees. The Consumer Protection makes the retailer of a defective product strictly liable to any person injured by it. It is, therefore, necessary for Trade Stands to have Product Liability Cover. Trade Stands must insure his/her Stand whilst on the Showground; this includes fixtures and fittings and take out adequate third party insurance.

- **Livestock/Birds/Pet animals on stands** – No live animals are permitted at this event.
- **Observation of Regulations** – Dorchester Agricultural Society reserves the right to refuse, or cancel, any application without explanation. All applications are subject to approval. Exhibitors must undertake to carry out any alteration as requested. Failure to do so, or if the Trade Stand does not meet with approval after any such alteration, will result in immediate expulsion from the Event.
- **Photographers** – It is a condition of entry to the Event and Car Parks that no person shall ply for trade as a snapshot photographer or solicit trade as a photographer with visitors to the Event, or in any other capacity deemed by the Event Officials to cause a nuisance or inconvenience.
- **Postponement or Abandonment** – Exhibitors shall not have any claim against Dorchester Agricultural Society, its Employees or any Member in respect of any loss or damage

whatsoever consequent upon the Show/Event, or any part of it failing (for whatever reason), to be held or having to be abandoned.

- **Responsible Drinking** – It is illegal to purchase or supply alcoholic drinks by/to anyone who is under the age of 18. Anyone who appears to be intoxicated **must not** be served or given alcohol and may be asked to leave the Event.
- **Rubbish and Recycling** – Exhibitors are required to maintain their space and surrounding area in a clean, tidy and hygienic condition at all times. Waste material **MUST NOT** be stored at the rear of the Stand. Please be aware of the fire risk when storing waste materials. Recycling bins are available across the event site.
- **Sale of Knives** – The display of knives for sale (including knife blanks) **must be** in a locked display cabinet unless it is protected in a pre-sealed pack at the time of manufacture. Any Trade Stand displaying or selling knives must do so in accordance with current legislation and must ensure that an age verification system is enforced. All Employees must be trained and aware of the system. Suitable age restriction signage must be clearly on display. Trading Standards Officers will be at the Show, and may use under age purchasers to verify that no knives are being sold to under 18's.
- **Signs and Advertising** – All Exhibitors must display a clear sign or banner bearing the name of the Company or Organisation as listed in the Booking Form. Signs/banners must not obstruct the view of the adjacent Trade Stand, or protrude into the path of vehicles or pedestrians on the avenue or walkway. No advertising materials may be placed elsewhere on the event site. Distribution of 'Political Propaganda' will not be tolerated in any areas of the event site or public car parks.
- **Sleeping** – There is no camping onsite at this event.
- **Smoking** – Smoking is not permitted in any building, structure or marquee on the event site.
- **Sub-Letting** – No Exhibitor shall sub-let any portion of space allotted to him.
- **Transport Safety** – All vehicles on the Event site must adhere to the 10mph maximum speed limit. All loads must be properly secured at all times. To ease traffic congestion Exhibitors are asked to remove vehicles, once unloaded, to the nearest car park. Hand held mobile phones must not be used when driving on site. All vehicles must at all times be driven by a properly licensed and insured driver. All Trade Stands & their employees must abide by the One Way System when it is in force.
- **Times of Opening** – All Stands and Demonstration Plots must be manned and open from 09:30 to 16:00 on the day of the Event.
- **Weather Conditions** – Exhibitors must ensure they have made suitable adequate preparation for adverse weather conditions at the Show. In the event of adverse weather conditions, it may be necessary for Show vehicles (i.e. tractors), to assist Trade Stand vehicles on to the event site. Please **DO NOT** drive over any neighbouring Trade Stand or Demonstration sites. The Event reserves the right to restrict or refuse vehicle access to the event site at any time to protect the ground. If weather conditions are wet, it is advisable to contact the Event Office before you leave to check if vehicle access has been restricted. It is the responsibility of the Trade Stand to ensure any structures forming part of his Stand are suitable and adequate to cope with any changing weather conditions and to adapt their Stand to ensure safety to their staff and the public at all times.

