



Stroud Vintage Transport & Engine Club

Gloucestershire Vintage & Country Extravaganza
Exhibitor Terms & Conditions

Version: Issue 1.1b

Approved By : Peter Simper, Vice Chair, SVTEC

Signature :

Date : 26 May 2022

Contents

INTRODUCTION.....	1
SCOPE.....	1
RESPONSIBILITIES.....	1
COMMON TERMS & CONDITIONS	2
CAMPING TERMS & CONDITIONS	4
TRADE STAND TERMS & CONDITIONS.....	6
CRAFT BAZAAR TERMS & CONDITIONS.....	7
STEAM SECTION TERMS & CONDITIONS	7
ANIMAL & COUNTRYSIDE SECTION TERMS & CONDITIONS	8
MODEL AIRCRAFT DISPLAY TERMS & CONDITIONS	8
MILITARY SECTION TERMS & CONDITIONS	8

Introduction

The Stroud Vintage Transport & Engine Club (SVTEC) organise a yearly event called the Gloucestershire Vintage & Country Extravaganza. To ensure that the event proceeds in a way that brings credit upon everyone involved, a set of terms and conditions must be defined that can be used to govern the behaviour of exhibitors.

Scope

This document defines terms and conditions for exhibitors in the Gloucestershire Vintage & Country Extravaganza, and applies to:

- All SVTEC members, staff and volunteers.
- All contractors, suppliers and other people working on behalf of SVTEC.
- All persons that exhibit in the Gloucestershire Vintage & Country Extravaganza.

Where conflict exists between the terms and conditions defined in this document and any other Gloucestershire Vintage & Country Extravaganza documentation, the terms and conditions defined in this document will supercede them.

Responsibilities

Everyone listed in the Scope section of this document has some responsibility for ensuring that the Gloucestershire Vintage & Country Extravaganza proceeds in an orderly manner. However, the following have key areas of responsibility:

- The SVTEC Management Committee is ultimately responsible for ensuring that ...
 - The event complies with all applicable legislation.
 - The event is run in a safe and orderly manner.
 - Exhibitor Terms & Conditions are clearly defined, and made available to the relevant persons in a timely manner.
- During the event, the 'Rally Manager' is responsible for ...
 - Enforcing the Exhibitor Terms & Conditions defined in this document.
 - Resolving any disputes over the applicability of any Exhibitor Terms & Conditions.
In all cases, the Rally Managers decision will be final.
- During the event, staff appointed by SVTEC to aid in the running of the event are responsible for ...
 - Policing the Exhibitor Terms & Conditions defined in this document.
 - Referring any disputes to the Rally Manager where appropriate.
- Exhibitors in the event are responsible for ...
 - Ensuring that they understand and comply with all applicable Exhibitor Terms & Conditions defined in this document.

Common Terms & Conditions

The following terms and conditions apply to all exhibitors.

- Entry forms must be received by SVTEC by the 1st June. Forms received after that date may not be accepted.
- Exhibits must be presented in a clean, complete and safe working condition. This must include any relevant protection against loss of fluids that can cause environmental damage.
The whole site at South Cerney is a protected area environmentally, due to it having aqua firm status (underground rivers close to the surface) which discharge into the adjoining lakes. If your exhibit or vehicle experiences any fluid leaks or spillages, a drip tray capable of containing the spill must be deployed and the incident reported immediately to your section leader or a member of section staff to ensure speedy remedial action takes place. Failure to do so may mean the vehicle will be excluded from the site and clear up costs may be deferred to the owner/exhibitor.
- Current legislation requires all exhibits to be adequately insured against loss and public liability, therefore all exhibits must be adequately and correctly insured and licensed. You will be required to submit insurance details when returning your entry form and may be asked to produce certificates when entering the showground. Please note that random insurance cover checks will be made by members of the SVTEC team using the Motor Insurance Bureau and other appropriate bodies.
- The entire showground (including campsites and access roads) is covered by the Road Traffic Act and therefore ...
 - No person under the legal age shall ride, drive or operate any vehicle or machinery.
 - All drivers must be fully competent and qualified in law to handle the vehicle they are in charge of.
 - No vehicle may run on trade plates.
 - Road vehicles must be taxed and tested for road use (if not exempt) in accordance with the current regulations for that type of vehicle.
 - All unattended vehicles or machinery must be securely braked and/or chocked.
 - A maximum speed of 5 MPH shall apply to all exhibits moving around the showground.
Excess speed may result in ejection from the event, and/or refusal of entry to future events.
 - When moving any exhibit, all drivers must take special care with regard to young children and pets.
- Under no circumstances will more than the designed number of persons be allowed to ride on/in any vehicle or engine. Passengers must not be carried on vehicles designed only for one person. Tractors may not convey passengers except in a trailer or carriage.
- Without prior approval in writing, no exhibitor access will be permitted to the showground before 12 noon on the Thursday before the event opens, or after 12 noon on the Monday after the event closes. For your safety, exhibitors will not be allowed to set up camp before or remain on-site after the date & time stated, as show set up and breakdown will be in progress, with the associated hazards of moving vehicles, machinery, and pedestrians.
- On days when the event is open to the public, all exhibits must be 'in position' within their assigned showground area by 10:00. Exhibits may not be moved from that position before 17:00 without prior permission from an event official.
This is for Health and Safety reasons as the show does not close to visitors until 17:00 and the need to mitigate the hazards associated with moving vehicles, machinery, and pedestrians.
- If it is necessary to change an exhibit or vehicle, this must be notified to and accepted by the section leader in advance and before arrival at the event.
Exhibit details must match what is shown on the entry pass.
- All passes must be clearly displayed on arrival, and at all times while the exhibit is on the showground. No valid pass, no admittance, no arguments.
This is important as acts as proof of entry to the showground, also this supplies information for us to contact the owner in the case of an emergency.

- No vehicles other than those with correct entry passes associated with the exhibit and exhibitor may enter the showground and campsite. Any additional vehicles must be parked off the showground. Only those displaying the correct valid pass will be permitted entry, those not complying will be removed from the showground.
- No valid pass, no admittance, no arguments.
- Only two adults (i.e. driver plus one) and up-to 3 children under 16 years of age are entitled to free event entry when accompanying an exhibit. Any additional persons over and above will be required to pay normal gate entry admission fees upon arrival with no exceptions.
The easiest way to purchase any additional tickets in advance is online which also means you can take advantage of any online discounts available.
- No exhibit may be left running unattended.
- After consulting the Safety Officer, SVTEC will provide such safety equipment as it considers necessary to protect anyone attending the event.
- Where exhibitors are responsible for young children, they must supervise and control them to ensure that they are not putting themselves and others at risk.
Please be aware that all exhibits can be lethal if tampered with or not treated with respect.
- Pets must be kept under control at all times. Dogs must be kept on a lead and supervised.
- Exhibitors must 'clean up' after their pets.
Pet 'mess' is a health hazard to everyone so it is your responsibility to promptly remove and dispose of it safely.
- Under no circumstances are barbecues, fire pits or any form of open fire to be used on the showground.
Being a grass field site our experience shows that the smallest spark can start a fire, smouldering undetected in the grass which subsequently combusts when it receives enough oxygen. That type of fire can prove difficult to extinguish if undetected and can cause severe damage to everything it comes into contact with.
- No pyrotechnics are to be ignited or discharged without prior written agreement with the organisers.
- Edged weapons (e.g. knives) must remain sheathed at all times.
- Where applications are made by persons under 18 years of age, all forms must be countersigned by a responsible adult.
- Space on the showground is limited. When selecting entries for inclusion in the event, preference may be given to exhibitors attending for two/three days.
- The Gloucestershire Vintage & Country Extravaganza is made possible by a team of volunteers who willingly give their time and talents to put the event on. Rudeness, abuse & aggression towards them, other exhibitor's, or members of the public; will not be tolerated and will result in ejection from the event, and/or refusal of entry to future events.

Camping Terms & Conditions

The following terms and conditions apply to all on-site camping. Where conflict exists between them and the Common Terms and Conditions, these terms and conditions will supercede them.

- One unit of camping per exhibitor entry.
The increase in popularity of our three-day event has meant that increasing numbers of people wish to take advantage of on-site camping to enjoy the event to the full. SVTEC prides itself on showcasing a wide range of fascinating and historically interesting artifacts, skills, trades, and crafts at the Extravaganza. Consequently, there is only limited space available for on-site camping and has to be restricted to one unit per exhibitor entry.
- The type of camping accommodation you would like to have (including dimensions where applicable), must be stated on the appropriate entry form.
Camping passes will be issued based upon the type of accommodation stated on the camping entry form.
- Any additional requirements and associated reasons for additional camping must be arranged with the appropriate section leader in advance.
- You may be refused access to the exhibitor campsite if you bring different camping accommodation to that stated on your entry forms. All changes must be notified and agreed in advance before arrival.
- No admittance to the exhibitor campsite will be allowed until the relevant exhibit has been booked into its exhibiting section. In an attempt to reduce pass fraud/misuse and to be fair to all, there will be no admittance for exhibitors to the campsite until the exhibit itself has arrived and is booked into its section. Members of an exhibitor's party who arrive in advance, must wait in the public car park pending arrival of the exhibit entered.
- There will be no access to campsites for new arrivals after 20.00 hours (earlier in poor visibility). However, arrivals after 20:00 will be allowed to temporarily camp overnight in the public car park (outside the showground perimeter fence) pending moving to their pitch in daylight the following morning before 10:00.
After dark, a campsite with its guy ropes and other obstacles can be difficult to negotiate, especially for new arrivals unfamiliar with the layout.
- Vehicles being used for camping accommodation, whether a bespoke motorhome or a van converted for camping, must be registered with the DVLA (V5) as a Camper Van or display a valid habitation certificate. Any vehicle converted for camping with the installation of gas appliances and/or a 240 volt electricity supply, but not registered as above, must display a valid habitation certificate as proof of proper conversion for the purpose.
Please note that random checks will be made by members of the safety team to ensure compliance.
- There will be no mains water on-site that is fit for human consumption.
To avoid possible illness, water from taps must only be used for washing. However bottled drinking water will be available for sale on-site during the event.
- Bottled gas is dangerous and can cause fatal injuries if used incorrectly. It must only be used ...
 - In a well ventilated area (not inside a tent).
 - With un-modified operating equipment and fittings that comply with current safety standards.
 - According to the manufacturer's instructions for safe use.
- All electrical equipment being used will comply with approved standards and protected by circuit breakers. Special attention should be paid to generators which must be guarded, insulations and joined wires must be done using the correct connections. No unprotected wire or cables shall be used, and all cables should be covered in the correct manner where they cross walkways and public areas.
*Think VERY carefully. Is your electrical installation safe and being used correctly?
If any doubt exists don't use it, it could kill.*
- Generators must not be refuelled when the engine is hot or running.
- Hired and business generators must carry an in-date PAT test 'Pass' sticker from an accredited electrician or hire company.

- Privately owned generators (those not supplied by SVTEC) must be ...
 - Suitably earthed.
 - Turned off between 10pm and 6:30am.
- Dogs must be kept on a lead and supervised at all times whilst outside your camping accommodation.

Trade Stand Terms & Conditions

The following terms and conditions are specific to Trade Stands. Where conflict exists between them and terms and conditions in other parts of this document, these terms and conditions will supercede them.

- No trading site is reserved or deemed to be reserved until payment in full has been made. Part payment or post-dated cheques are not acceptable.
- The following is prohibited ...
 - The sale of food or drink.
 - The sale of Fireworks
 - The sale of Pyrotechnics
 - 'Cheap Jacks' or 'Mock Auctions'.
- Under no circumstances must a trader encroach into another trader's pitch.
The boundaries of each pitch will be clearly marked.
- A trader must not intrude into the isle or walkway in front of their pitch, with stock, signs or in any other way obstruct it.
- If you are trading from a camper/van you must ensure that you have enough manoeuvring space.
If additional space is required you could request an end pitch (available on a first come first served basis).
- Siting of trade stands will not be permitted outside of the designated 'Trade Stands' area.
- Traders arriving on Thursday will be allowed on-site after 12.00 but before 18:00.
If you arrive later than that you may be directed to a holding area until the following morning.
- All traders must vacate the site on Sunday evening after the event closes.
Special arrangements must be made if you wish stay on-site overnight.
- Traders are not permitted to use PA systems or have music or other noises coming from their stands.
Music demonstrations may be permitted at the section organisers' discretion.
- No traders may move their stand once the space has been allocated.
- No vehicle movements will be permitted on Friday, Saturday or Sunday after 09:00.
- Delivery of supplies will only be permitted prior to 09:00 each day.
- Due to current regulations, Risk Assessment forms must be completed by all trade entries.
The main reason for these forms is to identify any risks or hazards. You will not be able to eliminate all the risks and hazards, but this should help you to minimise them.
- All litter must be disposed of responsibly.
- All on-section living accommodation must contain a suitable fire extinguisher.

Craft Bazaar Terms & Conditions

The following terms and conditions are specific to Craft Bazaar entries. Where conflict exists between them and terms and conditions in other parts of this document, these terms and conditions will supercede them.

- No bazaar entry will be accepted until payment in full has been made. Part payment or post-dated cheques are not acceptable.
- The following is prohibited ...
 - The sale of food or drink.
 - The sale of Fireworks
 - The sale of Pyrotechnics
 - 'Cheap Jacks' or 'Mock Auctions'.
- Due to current regulations, this Risk Assessment forms must be completed by all craft bazaar entries. *The main reason for these forms is to identify any risks or hazards. You will not be able to eliminate all the risks and hazards, but this should help you to minimise them.*
- Bazaar entries arriving on Thursday will be allowed on-site after 12.00 but before 18:00. If you arrive later than that you may be directed to a holding area until the following morning.
- All on-section living accommodation must contain a suitable fire extinguisher.

Steam Section Terms & Conditions

The following terms and conditions are specific to Steam entries. Where conflict exists between them and terms and conditions in other parts of this document, these terms and conditions will supercede them.

- No exhibit or support vehicle may be left running unattended.
- Unattended vehicles must be left securely braked and or chocked.
- Whistles, horns etc. will not be sounded after dark unless in an emergency.
- There will be no movement of engines or vehicles after dark without prior permission of the Section Organiser (this includes all movement to and from the Beer Tent).
- Exhibits must be covered for 3rd party risks with an indemnity of not less than £5,000,000 per any one claim.
- All exhibits that will be 'in steam' during the event must have a valid boiler certificate issued by a recognised authority. All such certificates must be available for inspection by SVTEC staff at any time while the exhibit is on-site.
- Steam Apprentice Club members only may drive exhibits under NTET guidelines. If they wish to do so they must provide their membership card for inspection by the organisers.
- All support vehicles must be left in your assigned camping space.

Animal & Countryside Section Terms & Conditions

The following terms and conditions are specific to Animal & Countryside section entries. Where conflict exists between them and terms and conditions in other parts of this document, these terms and conditions will supercede them.

- With regard to animals, all exhibitors must ...
 - Ensure that their animals are not left unattended at any time while on-site.
 - Safely remove any animal 'mess' before you leave the site at the end of the event.
- Exhibitors must provide all requirements for their display(s), including generators.
- Displays must be covered for 3rd party risks with an indemnity of not less than £5,000,000 per any one claim.

Model Aircraft Display Terms & Conditions

The following terms and conditions are specific to Model Aircraft Display entries. Where conflict exists between them and terms and conditions in other parts of this document, these terms and conditions will supercede them.

- All models must comply with current regulations in force at the time of application. Certificates of compliance must be provided with all applications as follows ...
 - Failsafe systems on models over 7Kgs.
 - Full CAA Exemption Certificates for models over 20Kgs.
- Exhibitors must be able to provide all relevant public liability insurance documentation at any time while attending the event.
- Exhibitors must follow directions given by the duly appointed TX Control and/or Flight-Line Director at all times.

Military Section Terms & Conditions

The following terms and conditions are specific to Military Section entries. Where conflict exists between them and terms and conditions in other parts of this document, these terms and conditions will supercede them.

- The Military Vehicle Trust (MVT) code of conduct is to be followed at all times (copies available upon request).
- The display of SS runes or Swastika flags is prohibited.
- All deactivated weapons must be accompanied by a valid Deactivation Certificate.
- All live firing firearms and shotguns must be ...
 - Accompanied by a valid Firearms Certificate or Shotgun Licence.
 - Unloaded at all times.

There will be no exceptions. Anyone failing to comply will be asked to leave the site immediately.

- No live or blank ammunition of any type will be permitted on-site at any time.
- No trade sales will be permitted.