



WOOL GATHERING

Saturday & Sunday, 27-28 October 2018

STALLHOLDERS INFORMATION

INTRODUCTION

The Kendal Wool Gathering is now celebrating our 6th year and has now established itself on the calendar of festivals with support from the quality exhibitors within the wool & craft industry.

As organisers of this not for profit voluntary run event, we are once again looking to attract similar stands to last year, demonstrating quality with the following criteria.

- » Selling products made from wool or other natural fibres
- » Provide and sell materials or equipment used in the creation of these products
- » Exhibiting information and the links to Kendal and the northern region's woolen heritage
- » Working with the local farmers and demonstrating their importance to the local rural community and our environment

It is important that the Kendal Wool Gathering maintains the exceptional high standards set by the previous years, which has given our visitors and customers such an enjoyable visit.

We are grateful to Cumbria County Council and the local Kendal Town Council to help fund the costs of putting on the Gathering, however to make sure we can grow the sustainability of the event over the years ahead so we will be charging an entry fee to all adults whilst children will continue to be free.

We hope the 2018 Event will prove to be another entertaining and informative experience for the public, again ideally timed to encourage visitors to take up a new wool related hobby and buy the necessary materials to continue their hobby or to purchase a unique gift for Christmas.

Kendal Leisure Centre is now our established home, with free Wifi, large exhibition hall on the ground floor and small exhibitor rooms upstairs.

Once again CNJ Media Events Ltd along with the Westmorland Agricultural Society will ensure the event is run in a professional manner.

EVENT TIMES

The event will be open to visitors from 10am till 5pm on Saturday and 10am till 4pm on Sunday. Car Parking for exhibitors will be close to the Westmorland Hall.

Set up times will be confirmed at a later date.

All Stands must be removed immediately after the doors close on the Sunday.

It is our intention to theme the event along the lines of a cattle market, and a fixed metal shell scheme will ensure that all stalls will have a back wall.

If you have any queries prior to booking, please contact the Secretary Cliff Dixon at cliff@kendalwoolgathering.co.uk

COSTS

In order to attract existing stand holders we have kept the cost the same as last year, therefore the costs are as follows:

Lower Ground Floor:

Single Stand **£75** (10' x 8' Shell Scheme)

Double Stand **£150** (20' x 8' Shell Scheme)

Upper Ground Floor:

Single Stand **£75** (7' x 4')

Double Stand **£150** (14' x 4')

Lower & Upper Ground Floors:

Table Hire **£7** each

Chair Hire **£5** each

Power Supply **£15** (single no heaters or kettles)

Wifi **Free of charge**

Stands this year are Shell Scheme stands, in bays of 10' frontage x 8' depth. Please note that each bay will be immediately adjacent to its neighbour with no gap between.

Advertising & Sponsorship opportunities will arise and you will be invited to participate (no hard sell) costs to be confirmed.

Early booking is essential with payment in full as we are now paying for the venue and suppliers need to be paid in advance. If the event were to be cancelled, all payments would be refunded.

If you are one of our previous exhibitors, please confirm any additions to your descriptions and website offers etc. Please make a note on the booking form if you have any preference to your location to other exhibitors you would like to be near.

Full payment is required to be sent to by cheque or online banking payment by the end of April. If you are using a personal cheque please write clearly on the back the name of the trading title of the stand.

Your successful application, will be invoiced with details of how to make payment. **Full payment must be made by 30th April** and you will be included in all print and promotional material thereafter. Please check our standard terms and conditions supplied.



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STALLHOLDERS APPLICATION

Your name [] Company name []

Address [] Postcode []

Contact Tel [] Contact Email []

Stall Name [] Website []

Business Tel [] Business Email []

Listing Text []

Please provide a brief description for marketing use and programme and website listings. This will also help us determine your application.

	COST	QTY	AMOUNT
Single Stand	£75		
Double Stand	£150		
Table	£7		
Chair	£5		
Power Supply	£15		
	TOTAL		

Other Information

[]

Please provide any other information including preferred stall position.

Signed []

Date []

PLEASE RETURN TO:
Kendal Wool Gathering c/o CNJ Media Events,
Seascape, 68 Kentsford Road, Grange over Sands, Cumbria LA11 7BB



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TERMS & CONDITIONS

Stand holders must adhere to the aims of Kendal Wool Gathering and ensure that their merchandise is suitable. You may be asked to remove goods that do not reflect the objectives of the event.

Sales and display materials must be confined to the marked out area of the stand and must not obstruct the aisles or protrude into adjacent stalls. Banners and promotional materials must be single-sided, so they are not visible from other stands. You may not display promotional material anywhere else in the mall.

The name of your organisation must be clearly displayed on your stand. If you wish to share your stand with another organisation, this must be clearly stated on the application form. Subletting and unofficial sharing of stands is not allowed.

Music is provided at the venue, so please don't play any music at your stand.

Kendal Leisure Centre has burglar alarms and CCTV and the display area will be locked when the event is closed. However, you are responsible for your own merchandise and property. Kendal Leisure Centre and Kendal Wool Gathering are not responsible for any loss or damage.

Your stand must be manned for the duration of the event over both days.

There is a cancellation fee of 50% of the full charge.

The stand holder must have public liability insurance of at least £2 million valid for the dates of the event.

You will be asked to complete and submit a risk assessment for your stand. You are responsible for ensuring that any person working on your stand is aware of any risks and has also read and understood these terms and conditions.

On arrival at the event, you will be given a Stand holder pack which will contain the Kendal Leisure Centre Evacuation procedures. It is your responsibility to ensure anyone working on your stand has read and understood these procedures.

You must remove any goods and rubbish by 6pm on Sunday. Any goods left behind may be disposed of.