

Booking Form.

Ilkley Complementary Medicine Festival. Saturday 30th and Sunday 31st October 2010 Winter Gardens/ Kings Hall

STAND ALLOCATED

Company Name _____

Address _____

Telephone _____ E-MAIL _____
WWW _____ Contact Name _____

Business/ Activity you'll be promoting at the Festival

WHEN COMPLETED PLEASE RETURN TO THE FESTIVAL ORGANISER: MICHAEL WEAVER
13 SILVERDALE ROAD GUJSELEY LEEDS LS20 8AZ
TELEPHONE 01943 872387
Mobile 07939 468822
E-MAIL: info@icmf.co.uk
WEB SITE: www.icmf.co.uk
www.ilklefestival.co.uk

RATES FOR 2010
ONE 4' WIDE BY 5' DEEP SPACE £165.00 FOR TWO DAYS
ONE 6' WIDE BY 5' DEEP SPACE £205.00 FOR TWODAYS
STANDS MARKED ♦ ARE PRICED AT £230.00 FOR TWO DAYS

LARGER STANDS ARE priced and numbered
STAND NO 1 £350
STAND NO 8/9 £320
STAND NO 14 £355
STAND NO 15 £325
STAND NO 18 £325
STAND NO 38 £325
STAND NO 41 £325
STAND NO 43 £325
STAND NO 44 £365
STAND NO 52 £520
STAND NO 53A/B £595
STAND NO 54 £325
STAND NO 55 £325
STAND NO 60 £325
STAND NO 61 £325

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Exhibitor Information

- 1. Electricity**
Please ensure that the maximum output is no more than 3 amps per outlet. Please ensure that all electrical equipment is tested to EEC Regulations and protected by the circuit breaker. All connections to main electricity for stall holders must be via an earth leakage circuit breaker in order to ensure the safety of customers and helpers. All cables must be secured and taped up to prevent slips, trips and falls. Any electrical appliances used should be in a good state of repair with no obvious defects. (Split/torn and insulation etc.)
- 2. Leaflets/Samples/Display Material**
Leaflets, Canversing and samples must remain within the bounds of your stand area. PLEASE NOTE : BACKING SHELVES ARE NOT AVAILABLE
- 3. Leaflets**
Leaflets will be sent to all exhibitors prior to the event. Please enter the number you require _____.
- 4. Exhibitor Badges**
No one will be admitted into the festival without an exhibitor's Badge
- 5. Dismantling**
Dismantling the Stands must not commence until the festival has closed on the Sunday after 5 pm.
- 6. Joining instructions will be sent by e-mail before the event with all risk assessments required**

SIGNED

DATE

Terms & Conditions

1. Payments

Failure to comply with the complementary medicine festival payment schedule will result in cancellation to stand booking without notice.

£100.00 Deposit at time of booking. **Balance is due 6 weeks prior to each festival.**

Stands will be allocated when required by the festival organiser in the interest of ensuring a well balanced festival and requirements of the venue
Deposits are Non Refundable.

2. Cancellation

Cancellations must be made in writing Full payments are required if a cancellation is made within 6 weeks prior to the festival.

3. Exclusion

Complementary Medicine Festival reserves the right to exclude any exhibitor without giving any explanation.

4. Insurance

The exhibitor shall take out adequate insurance in respect to all liabilities of the stand holders in relation to the festival. Stand holders are required to have minimum **£1 million pound public liability insurance.**

5. Conflict of Interest

To prevent conflict of interest, exhibitors confirm by accepting they will not hold a similar festival with in a 50-mile radius of those planned by the Complementary Medicine Festival.

6. Content Of Interest

All product and services offered must be listed on the booking form, details of which will also be included within the exhibition programme. (This enables us to have a well-balanced festival.)
You may be requested to remove or withdraw any products and services, which are not listed, on the booking form.

7. Web Site Information—WERE A STAND HOLDER HAS A WEB SITE IT IS REQUIRED THAT A LINK IS ESTABLISHED BETWEEN ICMF AND THE EXHIBITORS WEB SITE 12 WEEK BEFORE THE EVENT AND 4 WEEKS AFTER

8. WORKSHOPS AND TALKS—ANY ADMISSION FUNDS RAISED IN THE KINGS HALL OR UPSTAGERS WILL BE TO THE BENEFIT OF THE FESTIVAL ORGANISER

Please return this booking form with a **£100.00** deposit for each stands booked.
No booking will be secure without a deposit.

Deposits are non-refundable. Cheques to be made payable to **ICMF LTD**

the balance of outstanding monies to be paid no less than **6 weeks** before the festival date.

We will exercise our right to claim interest and compensation for debt recovery cost under the late payment legislation if we are not paid according to the agreed terms