



**BELFAST DOG SHOW SOCIETY**

Saturday 23rd– Sunday 24<sup>th</sup> October, 2021  
EIKON, BALMORAL PARK, Halftown Road  
Maze, Long Kesh, Lisburn, BT27 5RF

Dear Sir/Madam,

Once again our show will be a two-day event, held on Saturday 23rd & Sunday 24<sup>th</sup> October 2021 please find enclosed a Booking Form with a schedule of charges and a copy of our Terms and Conditions of Sale. This form, duly completed, must be forwarded to the Trade Stand Manager of the above Society.

**\*\*\* PLEASE ALSO NOTE THAT A COPY OF YOUR INSURANCE AND RISK ASSESSMENT DOCUMENTATION WILL BE REQUIRED WHEN SUBMITTING THE BOOKING, we will also update you closer to the time of any Covid 19 safeguards which may be required \*\*\***

We would emphasize that the amount of TRADE SPACE is limited and that the space will be allocated according to priority of application **DUE TO PRESENT COVID 19 REQUIREMENTS WE WILL NOT BE ABLE TO SUPPLY YOU WITH ANY TABLES OR CHAIRS FOR USE ON YOUR STANDS.** (Subject to Management Committee approval)  
EARLY BOOKING IS THEREFORE ADVISABLE.

**\*\*If you have a website button or logo for your Trade Stand please include details with the Booking Form & we will be pleased to place this promotion on our web page for you (F.O.C)\*\***

We look forward to your continued support

Yours faithfully

J.Stubbs  
Hon . Secretary

Robert Matthews  
T/Stand Manager

Mr R. Matthews  
Brantwood House  
8 Grovehill Road,  
Moir,  
Co. Down  
BT67 0PW

Email:rabmat785@gmail.com    Mobile: 07896497198

## **BELFAST DOG SHOW SOCIETY**

### **TERMS & CONDITIONS applying to TRADE STAND HOLDERS**

#### **APPLICATION FOR SPACE**

All applications should be made on the Booking Form provided, and **full payment or the minimum deposit must accompany each application** in accordance with the scale of charges. **Space will be allocated at the discretion of the Management Committee; Trade Space is at a premium therefore anyone applying after 31st JULY 2021 may find this space is not available.**

#### **ALLOCATION OF POSITIONS**

Space shall be allocated according to priority of application, the positions of the stands rests entirely with the Committee of Belfast Dog Show Society. The officials will endeavor, as far as possible, to meet any special wishes expressed by an exhibitor, but shall not be responsible in respect of loss or damage arising from any error in the apportionment of space. All space will be let on the understanding that should the Show be postponed or abandoned due to circumstances beyond the Society's control, the Society will not be responsible for any loss incurred.

#### **SUBLETTING**

No exhibitor has the right to sublet or allow any other person, firm, or company to share their stand without the prior consent of the organizer's. Including electric.

#### **ASSISTANTS AND CONTRACTORS**

All exhibitors' assistants in charge of exhibits will be subject to the order of the organizers. It is a condition that the exhibitors will be held responsible for the behavior of his or her assistants and for the consequences of any misconduct thereof. Exhibitors employing contractors for the erection or servicing of their stands will be held responsible for the observance of the organizer's regulations by such contractors.

#### **INDEMNITY AND INSURANCE**

Each exhibitor shall indemnify and hold Belfast Dog Show Society indemnified against any action, suit or claim which may arise out of any damage or injury which may be occasioned during the Show to any visitor, or any such person, such injury or damage being occasioned by the exhibitor or any person employed by him. Each exhibitor shall indemnify the organizer's against any infringement of copyright or breach of license. Every article shall be exhibited at the sole risk of the exhibitor and **each exhibitor is expected to affect his or her own insurance against fire or loss. A COPY OF THIS MUST BE INCLUDED, WHEN SUBMITTING THE BOOKING FORM.**

#### **DISTRIBUTION OF PUBLIC MATTER AND ADVERTISING NOVELTIES**

Exhibitors are not allowed to distribute leaflets etc. anywhere within the premises except at their own stands and they must not encroach upon alleys or open spaces, or do anything, which may cause an obstruction.

#### **ERECTION OF STANDS. SIGNS AND NOTICES ( High Visibility Vests should be worn)**

Nails or screws must not be used in either the floor or the walls of the building, nor must anything be attached to bars and roof trusses. Exhibitors will be strictly confined to the space allocated. Due to the laying of carpet and restricted access to vehicles for loading & unloading within the buildings all **inside Trade Stands must be in position and completed by 3pm on the Friday prior to the Show Days (22nd October 2021 ). Any Trade Stand arriving after this time will be allocated an outside area equivalent to the**

inside area which was booked **(Under No Circumstances will any stand be permitted to set up on Show Days)**

r space without giving reason The Committee's decision on this matter is final

## **REMOVAL OF EXHIBITS**

The Show will be open to exhibitors on **Saturday 23rd & Sunday 24<sup>th</sup> October 2021** from 7.00am and will close for exhibitors at **6.00pm that day** Exhibits must not be packed or removed from the premise

## **OBSTRUCTION OF GANGWAYS OR OPEN SPACES**

No exhibitor shall at any time be allowed to obstruct gangways or open spaces. Any article placed in contravention of this rule will be **removed**.

## **PROHIBITIONS**

Any exhibit, which causes annoyance to visitors and exhibitors, will be prohibited. No displays of a political nature will be allowed, nor any literature of a political or religious character be distributed. If it were found the business upon any stand is of a nature to be a nuisance or injurious to exhibitors or to visitors or to the interests of the organizer's, the stand will be closed without compensation to the exhibitor who shall forfeit all fees paid by him to the organizer's The Society also reserves the right to refuse any application for until after the termination of the Show, nor must the stands be closed or dismantled before the hour Where retail goods are sold, the stands must at all times be properly dressed and stocked Any stand or exhibits not removed from the premises by **8.00pm on Sunday 24<sup>th</sup> October 2021** will be dismantled and removed by Belfast Dog Show Society at the exhibitors expense and risk. All exhibitors must keep and leave their allocated space in the same condition in which they found it

## **ELECTRICITY**

**NO ELECTRICITY WILL BE SUPPLIED WITH THE STANDS - any requirements such as points for plugs, spotlights etc. may be ordered from the Electrical Contractor, but BOOKING AND PAYMENT FOR SAME WILL BE ENTIRELY THE RESPONSIBILITY OF THE STALL HOLDER**

## **RISK AND RESPONSIBILITY**

The organizer's will not be responsible for any damage, breakage or loss arising from any source either in transit or during the Show.

## **MECHANICALLY PROPELLED VEHICLES. CARS. VANS ETC.**

These must not enter the arena while the public exhibitors are in the building. Vehicles positioned in the arena's grounds must have ignition keys removed.

**PLEASE DO NOT OBSTRUCT ANY EXIT DOORS DURING YOUR VISIT**



**BELFAST CHAMPIONSHIP SHOW**  
**Saturday 23rd & Sunday 24th October 2021**

**BOOKING FORM**

Dear Mr Matthews,

Please reserve the following stand frontage  
(Minimum 2 meters) space required..... ft.

I / We enclose herewith payment to the value of :£..... Cheque / P/Order.  
**(ALL PAYMENTS PAYABLE TO B.D.S.S.)**

N.B. Pre-payment in full would be appreciated, but if this is not possible a minimum deposit of £100 is required with the **outstanding balance payable NO LATER than 31st August 2021.**

TRADE STAND RENTAL: Calculated on frontage per meter.

**Trade Stand (minimum 1<sup>st</sup> x 2meters = £120.00 + V.A.T.) thereafter £75.00 + V.A.T. per meter frontage**

**Please indicate if you will require an electrical supply (Socket: Yes / No ) (Light/s Yes / No ) in order that we can inform the supplier on site this is charged separately from your T/Stand by the electrical supplier.**

I / we confirm that we have read, understood and agree to fully comply with the conditions laid out by Belfast Dog Show Society.

NAME (in capitals):.....Mr/Mrs/Miss

POSITION IN COMPANY (in capitals): .....

FULL COMPANY TITLE (in capitals):.....

ADDRESS (in capitals): .....

TEL./FAX. ....MOBILE:

Email address: .....

Authorized Signatory: .....

Please note: Belfast Dog Show Society accepts no responsibility for loss, damage, or accidents caused by / to your stand or attendants.

Signed:..... Date: .....

Acceptance of this application by the organizer's will create a legally binding contract.

**A COPY OF INSURANCE COVER AND RISK ASSESSMENT MUST ALSO BE INCLUDED WITH THIS BOOKING**

Complete and return to:- Trade Stand Manager,  
Mr R. Matthews, Brantwood House, 8 Grovehill Road, Moira, Co. Down, BT67 0PW  
Email: [rabmat785@gmail.com](mailto:rabmat785@gmail.com) Mobile: 07896497198



**BELFAST CHAMPIONSHIP SHOW**  
Saturday 23rd & Sunday 24<sup>th</sup> October 2021

**RISK ASSESSMENT  
FORM**

Please complete using BLOCK CAPITALS

Company Name .....

Address .....

.....

.....

Responsible Person .....

Date Assessment Undertaken .....

Signature of Assessor .....

<u>Hazard</u>	<u>Persons at Risk</u>	<u>Controls to Minimise Risk</u>
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Directions to Venue: EIKON EXHIBITION CENTRE  
BALMORAL PARK  
Halftown Road  
Maze, Long Kesh  
Lisburn  
BT27 5RE

#### **From the M1 Motorway:**

Exit at Sprucefield, Junction 7. Exit onto Hillsborough Road, take A1 Towards Lisburn. Take first left onto Blaris Road. Turn left onto Halftown Road. Entrance to Balmoral Park on the right.

#### **From the M2 Motorway /Belfast International Airport:**

Follow the Westlink to M1 and exit at Sprucefield, Junction 7. Exit onto Hillsborough Road, take A1 Towards Lisburn. Take first left onto Blaris Road. Turn left onto Halftown Road. Entrance to Balmoral Park on the right.

#### **From the Belfast City Airport:**

Follow signs to Dublin on the Sydenham By-Pass, onto the Westlink and then M1. Exit at Sprucefield, Junction 7. Exit onto Hillsborough Road, take A1 Towards Lisburn. Take first left onto Blaris Road. Turn left onto Halftown Road. Entrance to Balmoral Park on the right.

#### **From Belfast Docks:**

Follow signs for Westlink and M1 Motorway. Exit at Sprucefield, Junction 7. Exit onto Hillsborough Road, take A1 Towards Lisburn. Take first left onto Blaris Road. Turn left onto Halftown Road. Entrance to Balmoral Park on the right.

#### **Public Transport**

Balmoral Park is only a short taxi ride away from Lisburn train and bus stations. The Rail route offers access to travellers from all over Ireland with links running from Belfast and Dublin.

#### **On Site Parking**

Balmoral Park has over 4000 car parking spaces.