

COPDOCK MOTORCYCLE SHOW

Trinity Park (Suffolk Showground), Felixstowe Road, Ipswich, IP3 8UH

Sunday 1st October 2017

Trade Pitch Application Form

Please complete in **BLOCK CAPITALS** and return this form with your pitch fees to...

CCMC Show, 17 Roman Fields, Woolpit, Bury St Edmunds, Suffolk, IP30 9RX

Tel: 01359 760134

Email: show.enquiries@copdockmotorcycleshow.co.uk

Business Name			
Contact Name			
Address			
Website Address			
Telephone/Mob/Fax number			
Email address			
Type of Business Trader / Auto Jumbler / Other			
Brief description of Merchandise Being Sold			
Number of Pitches Required Approx 24 x 24 ft		Pitch Fees per Pitch	Total £
Number of Staff Attending 2 FoC for a single pitch 4 FoC for a double pitch			
Number of Additional Passes Required £9 each		Extra Staff @ £9	Total £
Number of Vehicle Passes Required		Total Fees £	
Tick if you would like to arrive on Saturday (before 19.00)		Tick if you would like more Flyers	

Pitch Fees:	Single Pitch	Double Pitch	Sorry, There are no under cover pitches available Comments
	Price	Price	
Trader	£35	£70	<ul style="list-style-type: none"> All single pitches are approximately 24ft x 24ft A maximum of 2 persons will be permitted for a single pitch and 4 persons will be permitted for a double pitch. Additional staff will be required to purchase admission at £9 per head with this booking form Pitch fees include the provision of the ground space ONLY. Tables, tents etc are to be provided by yourselves if required

Clubs Please contact Graham Godbold on 01473 436160 for details

Cheques should be made payable to: Copdock Motorcycle Events Limited

Copdock Motorcycle Events Ltd.

Company No: 8956265

VAT Number: 184 3295 88

<http://www.copdockmotorcycleshow.co.uk/>

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Important Notes & Rules

Please read before booking

- On receipt of cheque you will receive a VAT invoice for your records
- Any counterfeit goods are not welcome on site and any counterfeit goods will be alerted to the relevant authorities.
- Requests for "same pitch as last year" cannot be processed.
- On the day, pitches will be allocated on a first-come, first-served basis and the decision of the marshals will be final, therefore requests for "end of row" or "corner" cannot be accommodated
- A single pitch fee covers up to 2 staff per business and a double pitch fee covers up to 4 staff per business **ONLY** to enter the site (please ensure that exact numbers are specified overleaf). Any further staff/helpers **MUST** purchase entry passes - £9 per head - in advance, **WITH THIS BOOKING FORM**.
- **Please respect the Showground site - everybody is expected to dispose of their rubbish in a responsible manner. Any pitch holder found to leave a mess, of any description, will be liable to a ban from any subsequent Shows.**
- **Please dispose of any rubbish in the relevant skips as marked.**
- Anyone bringing a BBQ onto the Open Air arena will be solely responsible for any damage caused to either the Showground or other trader's property.
- Please **DO NOT** tip the remains of BBQs or fat oils at the Show site, anyone found to have done so will be liable to a ban from subsequent Shows.
- Vehicle passes are to be displayed clearly at all times in pitch holders' vehicles.
- Entry wristbands are to be worn at **ALL** times and **MUST** be on and clearly displayed to marshals before entry will be granted to the Showground.
- Any trader **NOT** pre-booking a pitch (i.e. arriving on spec on the day) will be expected to pay their pitch fees upon arrival at the site **prior** to being shown to their pitch. Please ensure that you have the correct money/cheque payable to **Copdock Motorcycle Events Limited** ready upon arrival.
- If arriving on Saturday, please ensure that you are on site prior to **7:00 pm**. Anyone arriving after this time will be required to spend the night outside the secure enclosure. Entrance to the site on the Sunday morning will be from approximately 6:30 am.
- Please arrive on site before **8:30 am** on the Show day and ensure that you are set up to receive the general public prior to the gates opening at **9 am**. Due to potential Health and Safety implications, anybody arriving after **8:30 am** on the Show day **WILL NOT** be admitted to the site - **NO EXCEPTIONS**.
- **All** entertainers are required to visibly display a valid "**Safety Certificate**" and "**Public Liability Insurance Certificate**" upon their pitch at all times whilst on site.
- All information supplied will be held by the Copdock Classic Motorcycle Club (CCMC) and will remain secure and confidential. Your details will only be used to fulfil your request for information or services, to help us improve our services, and to keep you up to date with CCMC events and activities. It will not be passed on to any third parties or used for marketing purposes in accordance with the Data Protection Act 1998.

For Official Use Only

Cheque No		Amount	£	Date of Cheque	/ /2017
				Plot Number	
Processed on Date	/ /2017	Receipt Issued	/ /2017	Signatory	

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