



## *Launceston Steam and Vintage Rally*

**23<sup>rd</sup> – 25<sup>th</sup> May 2020**

Altarnun, Launceston.

### **Entry form for Trade**

To avoid any misunderstanding the following conditions will apply:

1. All catering rights are strictly reserved. This applies to all refreshments, hot foods, ice cream, candy floss etc and to hot and cold drinks.
2. No mock auctions, no run out, no fly tippers, no raffle tickets, no subletting.
3. **The cost is £3 per foot frontage** for the whole weekend. Depth of each pitch is 30ft. No discount for 1 or 2 days.
4. No entry to the site before Thursday 21<sup>st</sup> May 6pm – 8pm only then 9am Friday 22<sup>nd</sup> May.

Please send 2 stamped addressed envelopes if posted or 1 if emailed. One envelope is for your pass the other is for next year's entry form when available. **All entries must be in by the 8<sup>th</sup> May (After this date pitch £4 per foot, late entries at discretion of section secretary).** All exhibits must be covered by public liability insurance and a copy must be supplied with your entry. Please be ready to trade from 10am Saturday 23<sup>rd</sup> until 5pm Monday 25<sup>th</sup>. **Please send your completed entry form and copy of your insurance to: Sally Meredith, Burrdown, 3 Upper Chapel, Launceston. PL15 7DW 07729 108223 [trade@launcestonsteamrally.com](mailto:trade@launcestonsteamrally.com) Please make cheques payable to "Launceston Steam and Vintage Rally"**

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## **Launceston**

Section: Trade

Name:..... Address:

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.....Post Code.....

Email Address ..... Telephone Number .....

I shall be selling.....

I shall require a site.....feet frontage (minimum 10 feet) attending Sat.... Sun.... Mon.....

Please allow space for your guy ropes to be contained within the space you order

I enclose a Cheque for the full value of £..... and a copy of Public Liability Insurance.

I enclose 2 stamped addressed DL envelopes for ONE vehicle pass (driver + 1 passenger)

Please indicate how many Adults Children attending so that the appropriate number of wristbands can be issued. (Generally 2+2 but more at secretary's discretion.)

**All fees and copies of insurance must accompany this application**

**The insurance details and personal information are for internal use only and not for general publication.**

I CONFIRM THAT I HAVE READ & AGREE TO ABIDE BY, THE SAFETY & CONDITIONS OF ENTRY AND DECLARE THAT MY ENTRY IS COVERED BY PUBLIC LIABILITY INSURANCE.

Signed \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

# **FOR YOUR INFORMATION. PLEASE KEEP - DO NOT RETURN**

## **LAUNCESTON 38<sup>th</sup> ANNUAL STEAM & VINTAGE RALLY CONDITIONS OF ENTRY & SAFETY POLICY 2020**

- 1 This policy has been drawn up for the guidance of you, the exhibitor or trader and with visitors to our rally in mind. It is our aim that you enjoy our event and we ask that you read, and comply with, this simple set of rules.
- 2 **No exhibitor will be admitted to the rally field until 9am Friday 22<sup>nd</sup> May 2020 unless stated otherwise on entry form. Traders will be admitted between 6pm and 8pm on Thursday 21<sup>st</sup> May and from 9am on Friday 22<sup>nd</sup> May.**
- 3 The rally officials will be recognized by wearing high visibility waistcoats/badges and will be happy to assist at all times.
- 4 At no time will the general public be allowed to enter the main ring, or any roped off area, without the prior permission of a rally official.
- 5 Exhibitors must observe all and any instructions from their section controller, officials, and safety officer.
- 6 All entries received are subject to the discretion of the section controller prior to being accepted. A completed form does not necessitate acceptance.
- 7 All exhibits to be in working condition, once in place vehicles must not move without permission from the section controller. Test riding/driving is not permitted and there will be no joy riding in the rally fields at any time.
- 8 **QUAD BIKES, SMALL SCOOTERS/MOTORBIKES & MINI TRACTORS ARE STRICTLY NOT PERMITTED TO BE USED AT ANYTIME FOR THE DURATION OF THE RALLY BY EXHIBITORS/TRADERS.**
- 9 When reversing a vehicle take extreme care. All vehicles must observe the maximum statutory speed limit of 5mph at all times and give priority to emergency vehicles. All vehicles are to use hazard warning lights when in use at any time.
- 10 All moving machinery is dangerous. Young children are to be supervised at all times.
- 11 Working machinery is not to be left unattended, including stationary engines.
- 12 Loading and off loading of engines and mechanical equipment will be carried out as far as possible from members of the public. Such operations, will at all times, be conducted by a competent adult. Suitable transporters with adequate ramps will be used.
- 13 No person is to ride on any vehicle that does not have adequate seating. Tractors and motorcycles are restricted to one person only, unless a second seat is provided.
- 14 Petrol and other inflammable substances are to be stored in approved containers.
- 15 All generators **MUST** be earthed. **No** petrol generators allowed. This may be checked by HSE or Local Authority Inspectors.
- 16 Electrical connections are only to be made in the approved manner. No leads to trail across or be near public walkways.
- 17 I agree to produce, on request, an inspection certificate in accordance with IEE Regulations, for any electrical equipment (i.e. generators, wiring, appliances) I agree to abide by the Code of Practice of the National Traction Engine Trust and the Events written statement of Safety Policy. I agree to operate my exhibit during the event and comply with the instructions of stewards. In the event of a dispute the event organisers' decision is final.
- 18 Fire extinguishers are available – ask an official to provide you with one if necessary. Should a tent/marquee fire occur the public must move in an orderly way to a safe distance and must not impede the emergency services.
- 19 One caravan/tent will be permitted per exhibitor and the organizers reserve the right to situate caravans in an adjoining field. **EACH CARAVAN MUST DISPLAY A CARAVAN PASS PRIOR TO ENTRY TO THE EVENT. IF NO CAMPING PASS IS DISPLAYED THERE WILL BE A CHARGE OF £20 FOR THE 3 DAYS OF THE RALLY WITH AN ADDITIONAL £7 PER NIGHT BEFORE AND AFTER THE RALLY. DUE TO RESTRICTED SPACE NO AWNINGS WILL BE ALLOWED**
- 20 In the caravan/camping area, the use of radios, cd players etc will be forbidden after 11.30pm and campers are asked to keep all noise to a minimum after this time. Security personnel will strictly enforce this requirement.
- 21 Dogs must be kept on leads at all times. Please clean up after them.
- 22 **The gates will be locked at midnight and opened at 6am, except for emergencies.**

**CATERING:** On site catering is available.

**BAR:** The bar will be open from Friday evening. (Times to be confirmed).

### **Declaration**

**I declare** that during the period of the event, when the general public have access, my exhibit will be covered by the minimum insurance requirement as required by the Road Traffic Act if my exhibit is authorized for use on the Public Highway, irrespective of whether it is licensed or not.

If my exhibit is not authorized for use on the Public Highway, (stationary engines, static displays, trade stands etc.), it will be covered by Public Liability Insurance having a limit of indemnity of not less than £2,000,000 in any one accident and sparks and ashes cover for not less than £100,000 for steam engines.

**I further declare** that the driver/rider of any exhibit authorized for use on Public Highways holds a driving license for the appropriate class of that exhibit.

**I agree** to produce the insurance and license documents to the Event Organizer or Safety Officer, if requested.

**I declare** that the boiler of any steam plant carries a current Boiler Inspection Certificate.

**I declare** that I have read and understood the above safety and conditions of entry, and the declaration, and agree to fully abide by these conditions with my entry.

## PRIVACY NOTICE

Launceston Steam and Vintage Rally will collect your data so that it can communicate with you in the present and future years. This may be to give you important information or to send you entry forms and related documents. The information collected will only be used for internal use except for the compilation of the Rally Programme.

Launceston Steam and Vintage Rally will not share the information with any third parties except when the Law dictates it.

If the data is stored electronically it will be password protected and if it is stored in paper form it will be in a locked location.

At any point you may request to see the information held or request that all stored data be destroyed. To do this please contact the Launceston Steam and Vintage Rally Secretary.

By completing an entry form Launceston Steam and Vintage Rally deem this to be acceptance that your details will be kept in accordance with this Privacy Notice.

***We thank you for supporting our rally and hope you have a safe and enjoyable day.***

**Please visit our website [www.launcestonsteamrally.com](http://www.launcestonsteamrally.com) for further details.**