

# BARTON UNDER NEEDWOOD STEAM RALLY & FAMILY FESTIVAL

20<sup>th</sup> & 21<sup>st</sup> July 2024

Held at Needwood Rise Farm, Barton Gate, Barton under Needwood, Staffordshire, DE13 8AP

## 2024 CONDITIONS OF ENTRY

Please retain these conditions. We all dislike rules, but we hope that these will help to ensure safety on site and answer any questions you may have. Please ensure that you read these show rules carefully. Should you have any queries, please do not hesitate to ask. The committee reserves the right to amend or add to these rules. The committee cannot be liable for any additional restrictions that may be applied to the event any time. Any changes or amendments or additions will be notified at the earliest opportunity.

### DATA PROTECTION

The Barton under Needwood Steam Rally & Family Festival will use your personal data for the purposes of your involvement in this event. We will not share your data with any third party and the principles of the General Data Protection Regulations (GDPR) will be adhered to. All such personal information, whether held on computer, paper or other media, will be obtained, handled, processed, transported and stored lawfully and correctly, in accordance with the safeguards contained in the GDPR (2018).

### GENERAL

- **ACCESS ONTO THE SITE WILL NOT BE BEFORE 12 NOON ON FRIDAY 19th JULY AND THE SITE MUST BE VACATED BY 12 NOON ON MONDAY 22<sup>nd</sup> JULY.**
- All applications must be made on an official form on or before the stated closing date, with the form completed in full. The exhibitor, or his authorised representative, must sign the completed application form. Such signature will signify they have read, understood and agree to these rules.
- **Our event insurance now requires that all exhibitors/crafters/traders have proof of insurance available at the event. Please ensure you bring a copy of your relevant insurance with you. Checks will be made and anyone who cannot prove they are insured will be asked to leave.**
- Public opening times will be 10am – 5pm on Saturday and 10am – 4pm on Sunday, but please bear in mind that there may be public present at other times.
- Passes **MUST** be presented on arrival at the main gate. Persons not booked in or without a pass may be refused entry to the site.
- A speed limit of 5mph will apply on the site.
- For public safety, there will be no vehicle movement on the show field during public opening times, unless previously agreed with the committee.
- The committee reserve the right to refuse admission.
- Cars and caravans will be parked under instruction and if necessary, positioned by a steward.
- Water points, toilets and an Elsan disposal point will be available on the site.
- Dogs must be kept on leads on the site at all times.
- Stewards' instructions must be obeyed at all times and the committee's decision on all matters is final.
- Where a fee has been paid, refunds will not be given except in the instance of cancellation by the organising committee. Refund requests may be considered and the offer of carrying over payment to the next event may be offered, but is not guaranteed.

### EXHIBITORS

- **All applications are for attendance on both Saturday and Sunday unless by prior, specific, agreement with the committee.**
- All exhibits must be covered by a suitable insurance policy-cars and other exhibits driven to the event will be covered by normal road vehicle insurance. Other exhibits (steam exhibits, stationary engines/ static exhibits etc). must be covered by a public liability policy of not less than £2,000,000)) Failure to produce evidence of such cover may result in immediate exclusion from the site.
- Rally souvenirs to qualifying exhibitors will be given out on Sunday of the show.
- Entry forms for working exhibits will not be accepted from anybody under the age of 16 years.
- Children under 17 years of age are forbidden to drive at any time, unless covered by the NTET Steam Apprentice Club rules and then only strictly in accordance with the NTET terms and conditions.
- Exhibits must be under the control of suitably qualified people at all times. Drivers of any vehicle on site, exhibit or otherwise, must hold a licence to drive the vehicle concerned. **The only exception is a young person on a steam exhibit within the NTET guidance for the Steam Apprentice Club.** The site is open to the public and is subject to the Road Traffic Acts - the same laws that apply on the road - so all vehicles must have Road Traffic Act Insurance for use on site **and they must behave as they would on the road.**
- Driving/operating machinery while under the influence of alcohol is not allowed.
- A competent person must be present at all times when an exhibit is running. If an exhibit is found to be unattended while running the exhibitor will be asked to shut it down.
- Exhibits must be in a safe condition whether running or not.
- Vehicles should only carry the number of persons for which they were designed and the driver and passengers should be stood and/or seated in the properly designed position.
- **STEAM EXHIBITS** - NTET discs showing a current boiler inspection **MUST** be brought to the event and affixed to the exhibit. In the absence of a NTET disk the relevant insurance **and boiler test** documents must be provided. Without these, the exhibit must not be steamed.

### MARKET TRADERS AND CRAFTS (Demonstrations and Clubs & Societies where applicable)

- Plots will be clearly marked in accordance with the sizes applied for on the application form. All must ensure that all supporting ropes, caravan tow bars etc, must fit within the pitch size.
- Fees where applicable are in accordance with the rates given in the event information and are not subject to VAT. Fees will be returned in full if your application is not accepted. Acceptance will be notified as soon as possible and not later than one month after the closing date.
- A remittance for all charges, where applicable, must accompany the application form. Payments should be made online following the information on the form or by cheque, payable to 'Barton Gate Charity Steam Rally'. Post-dated cheques will not be accepted.
- It is a condition of letting the pitch that the tenant shall have in place a Public & Products Liability Insurance to cover the activities for a limit of indemnity of not less than £2,000,000 in any one incident.

- Parking for those within the craft marquee will normally be on the public car park. Access will be allowed to the craft marquee with your vehicle outside of public opening times (see above) to assemble or disassemble your pitch. Limited parking adjacent to the marquee will be available when agreed by a committee member.
- There will be no sale of any refreshments, food or drink other than by prior authorisation of the committee.
- There will be no operation of fairground style rides or games unless such rides hold current engineers' certificates of inspection and the daily operating log books are available for examination.
- There will be no operation of any lottery, auction or pic-a-pac chance games.
- There will be no sale of any goods, substances or materials banned by Law.
- The allocation of a pitch will be at the sole discretion of the committee but every endeavour will be made to allocate fair trading pitches.
- Pitches creating litter by means of their sales or offers, issue of tickets, leaflets or samples must provide a suitable bag or container for litter by the stand at all times.
- All portable appliances and extension cables must have a current annual test certificate of safety.
- No refunds of rent will be given to tenants who do not attend.

**Who do I contact or speak to about my entry?**

**For all queries:** Contact Liz Greenwood, Tel: 01283 716497, email: [bartonsteamrally@gmail.com](mailto:bartonsteamrally@gmail.com)