



Spring Gathering 2014 Sunday 13th April at the London Bus Museum

Please reply to:

LBPT Stalls, 31 Pooley Avenue, EGHAM. TW20 8AB
graham.lunn@yahoo.co.uk
07811 367960

STALLS BOOKING FORM

This form must be completed and returned no later than Monday 31 March 2014

Dear Stall-holder,

You are invited to join us with your sales stall at Spring Gathering 2014 to be held on Sunday 13 April at the London Bus Museum, Brooklands, Weybridge, Surrey. KT13 0SL.

Over 2,500 visitors - transport enthusiasts and families - are expected for the 2nd year of this major event in the transport calendar held at the Museum on the historic Brooklands site.

The day will feature big displays of buses, modern & preserved, a large collectors' market, heritage bus rides, children's rides & attractions and a special commemoration of 75th anniversary of London Transport's RT buses.

The event is being widely publicised in both the enthusiast press and the general media, including extensively on the web.

Some stalls will be located inside the Museum, but most outside both under cover (roof only) and uncovered. All pitches will be on hard-standing.

Stallholders should bring their own tables and, where appropriate, weather protection.

Whilst LBPT Ltd carries full insurance cover for incidents arising by actions of the organisers, it does not accept any liability for the actions or otherwise of visiting individuals or organisations.

Stallholders are strongly recommended to take out public liability insurance reflecting current requirements for major public events.

It is recognised that commercial operators will have this as standard but this may be new for private, non-commercial stall-holders. If you have any queries, you are welcome to contact the stalls office.

Stalls are allocated as per the table below. Set-up is between 07.00 and 09.30 on Sunday 13th April.

Covered pitches (both inside and outside the building) do not include a vehicle space and cars/vans must be moved to the car-park after unloading. The large, uncovered pitches include parking for one vehicle (car or small van) or trailer adjacent to the stall. Multiple spaces can be booked together.

Special arrangements can be made for stall-holders bringing a bus but please advise us in advance.

Rates as follows:

Inside the Museum - ** ALL SPACES FULLY BOOKED **	n/a
Outside - under roof - ** ALL SPACES FULLY BOOKED **	n/a
Outside - no cover - approx 20ft wide	£40
Commercial Stalls - with more than 2x15ft slots	£135
Stall-Holders raising funds for their preserved bus	£17

The booking form must be returned to the address above (*not to the Museum*) before 31st March together with your cheque payable to LBPT Ltd and an A5 SAE for return of joining instructions and passes.

Please email or call with questions. graham.lunn@yahoo.co.uk 07811 367960



Spring Gathering 2014

Sunday 13th April

Stalls Booking Form

Name : _____

Address: _____

Postcode : _____

Email: _____

Phone : _____

I/we would like to book pitch(s) as follows:	Price per pitch*	Number of pitches	Total £
Inside the Museum * ALL SPACES FULLY BOOKED *	n/a		
Outside - under roof * ALL SPACES FULLY BOOKED *	n/a		
Outside - no cover - approx 20ft wide	£40		£
Commercial Stalls - more than 2x 15ft slots	£135		£
Stall-Holders raising funds for their preserved bus **	£17		£

- * Prices include 3 personal passes and 1 car/small van pass per pitch
- * Additional persons subject to entry charge - see Terms & Conditions note 1, below.

** Details of Preserved Bus:

** Will you be bringing the vehicle for display at Spring Gathering 2014? Yes / No

I/we would require the following passes:		Number of passes	
Vehicle Passes (maximum 1 per booked space)	included		£ 0
Personal Passes (maximum 3 per booked space)	included		£ 0
Personal Passes (additional to above, max.2)	£8 each		£
Cheque enclosed for			£

The principal nature of the goods I/we will be selling is:

I/we enclose cheque made payable to **LBPT Ltd** for £.....

I/we confirm that I/we have read the attached Terms & Conditions and agree to abide by them.

I/we enclose A5 Stamped Self Addressed envelope for return of passes & joining instructions

Signed Date 2014

Thank you for supporting LBPT
Return the form before 31st March to:

LBPT Stalls,
31 Pooley Avenue,
EGHAM
TW20 8AB



Spring Gathering 2014 Sunday 13th April

TRADE STANDS TERMS & CONDITIONS

- 1. Three personal passes will be provided for each pitch booked.**

These must be shown to gain entrance to the Museum and must be worn at all times.
Up to 2 additional persons per space admitted at reduced price of £8 each.
Any further persons pay normal admission charge of £13.
You will also be provided with one car/small van pass per space which must be displayed on entry and when your vehicle is on-site.
- 2. We regret that we are unable to supply tables.**

You are welcome to bring your own mini-marquees or gazebos for uncovered pitches but they must have foot plates and suitable weights as they will be on hard -standing and poles or spikes may not be inserted into the ground. All displays must be kept within the allocated space and must not obstruct access.
- 3. Setting up is available from 7.00am on Sunday 13th April .**

Your vehicle will be permitted as close as physically possible to your space for the purposes of loading and unloading but must be removed from the trading area by 9.30am and parked in the designated parking area except in the case of large, outside pitches where a car or small van or trailer may remain with the stall.
No vehicle movements will be permitted on the site between 9.30am and 5.00pm.
The event finishes at 5pm and you are requested to keep your stall open until then.
Stalls should be removed from the Museum site not later than 6.30pm.
- 4. You must give an accurate description of the goods you will have on display or for sale** on the application form. If the goods on the day of the event do not match this description, then the Museum reserves the right to ask you to remove the goods and leave the event. No refund will be given.
- 5. No draw or raffle tickets may be sold or any collections made for charity** except by prior arrangement with the Museum. If these are permitted, then they will only be allowed from within the allocated stand space.
- 6. Advertising material for your goods or services may only be displayed at your stand** and may only be distributed from your stand.
- 7. Prior agreement must be obtained if generators are to be brought onto the Museum site.**
- 8. Any electrical equipment which is brought on site must be tested/ certified** to the appropriate standards and should carry a current PAT testing label. Electrical leads for external use must be fitted with 13A plugs.
- 9. No loudspeakers, radios or music or any other forms of sound reproduction are permitted.**
- 10. No food or beverages may be sold.**
- 11. London Bus Museum branded merchandise may only be sold in the official Museum shop.**
- 12. No responsibility will be accepted by London Bus Preservation Trust Ltd** for the security of any goods, money or equipment before, during or after the event. All transactions are between the Vendor and Purchaser alone. No responsibility will be accepted by London Bus Preservation Trust Ltd for any transactions.
- 13. No camping or barbecues are permitted on the Museum site.**
- 14. Traders have a duty of care to ensure their own health & safety, and also those of members of the public.**

They are responsible for any and all damage or injury to persons or property caused by them or their stands or any act of omission by them or their staff.
- 15. Your space is to be left tidy at the end of the day and any rubbish or unsold items must be removed** from the site when you leave.
- 16. No dogs (except Assistance Dogs)** are permitted, either on site or left in vehicles.
- 17. All vehicles are restricted to 15 mph** anywhere on the Museum site and the rest of the Brooklands site.
- 18. All traders must abide by all instructions given by the event organisers.**
- 19. London Bus Preservation Trust Ltd will make every effort to hold the event as scheduled but reserves the right to cancel, curtail or relocate all or part of the events at its absolute discretion.**
- 20. London Bus Preservation Trust Ltd does not accept any liability** for the actions or otherwise of visiting individuals or organisations. Stallholders are strongly recommended to take out public liability insurance reflecting current requirements for major public events.
- 21. London Bus Preservation Trust Ltd reserves the right to refuse access and also the right to require stallholders to leave immediately should any of the foregoing terms and conditions not be adhered to.**