

## 13-14 September, 2024 Netley Marsh, Hampshire, SO40 7GY

Tel: +44(0)1507 529430 exhibitions@mortons.co.uk classicbikeshows.com

## **Application for Space**

COMPANY DETAILS								
Company Name	Contact Name							
Address								
	Post Code							
Tel	Mobile							
Email	Website							
Confirmation of booking will be sent to your email address	Vehicle Reg							
Main Product								
Please list all of the main products you will be displaying/retailing								
STAND DETAILS								
Plot sizes Outside 4.5m x 7m								
Price	Price							
Outside 4.5x7 £67 per plot	Extra £30 per band Wristbands Inc VAT							
	Total Cost £							
	Total Cost £							
5% Discount if paid by May 31, 2024								
ALL TRADE PACKS WILL BE EMAILED								
Please bring a copy of the QR code detailed in the email.								
PAYMENT DETAILS								
All applications will only be secured once full payment has been received. You can enclose a cheque for the current amount (payable to Mortons Media Group Ltd). For BACS payments please use the following information: Account name - Mortons Media Group Limited, Sort Code - 30-94-39 and Account number - 00417074.								
If you wish to pay by credit/debit card we will ring you to confirm your boo	king & take payment. Most credit and debit cards are accepted.							
Credit/debit Card Cheque	BACS							
SIGNATURE								
Name Sig	nature							
Date								
MORTONS MEDIA GROUP LTD RESERVES THE RIGHT TO REJECT ANY APPLICATION WITHOUT THE NEED FOR VERBAL/WRITTEN EXPLANATION								
EMAIL your scanned form to exhibitions@mortons.co.uk or								
POST this form to Events Team, Mortons Media Group Ltd, Morton Way, Horncastle, Lincolnshire LN9 6JR If you don't want Mortons to contact you regarding attending our events, just let us know by calling 01507 529430 or emailing exhibitions@mortons.co.uk To view the privacy policy of MMG Ltd please visit www.mortonsmediagroup.com/privacy.								

SHOW .....

## **RISK ASSESSMENT FORM**

Hazard		Person At Risk		Controls to Minimise Risk			
FIRE ASSESSMENT							
Hazard		Person At Risk			Controls to Minimise Risk		
Liquid gas canisters/cylinders on site. Yes 🗆 No 🗅		Cylinder Size		Fuel Type			
NB. No Liquid gas cylinders are allowed within display halls.							
Camping	Days/Night		Number of people	Gas &	Gas & Size. Battery FOC to all trad		
Caravan/Tent							

## **RISK ASSESSMENT NOTES FOR GUIDANCE**

Using the guidelines shown below please consider what a risk there is to those building up trade and autojumble stands and to members of the public during the show. Outline the steps you propose to take to minimise that risk in the table below. If in your opinion there is no risk please print **NO RISK** and return the form.

HAZARD	WHO MIGHT BE HARMED	IS MORE CONTROL NEEDED TO CONTROL THE RISK		
Look for hazards which you could reasonably expect to result in significant harm under the conditions at your plot. Use the following examples as a guide.	There is no need to list individuals by name - just think about groups of people doing similar work or who may be affected e.g	For hazards the hazards listed, do the precautions already taken		
Slipping/tripping hazards	Maintenance personnel	Meet the standards set by legal requirements?		
Chemicals (e.g battery acid)	Contractors	Comply with a recognised industry standards?		
Moving parts of machinery (e.g blades)	People sharing your work place	Represent good practice?		
Work at height (e.g from mezzanine floors)	Operators	Reduce risk as far as reasonably practicable?		
Pressure systems	Cleaners	To ensure safety have you:		
Vehicles (e.g fork-lift trucks)	Members of the public	Adequate information, instruction or training?		
Electricity	Pay particular attention to:	Adequate systems or procedures?		
Dust (e.g from grinding) Manual handling Noise Lifting operation	Staff with disabilities Visitors Inexperienced staff Lone workers - They may be more vulnerable	If so, then the risks are adequately controlled, but you need to indicate the precautions you have in place. Where the risk is not adequately controlled indicate what more you need to do (the 'action list')		
Fire Hazard e.g combustible materials (rub- bish, flammable substances, LPG etc) and ignition sources (flames, smoking etc)	As above	Means of escape: fire detection and alarms. Fire fighting equipment and fire evacuation plan.		

Other