

BALMORAL SHOW, 16th – 19th MAY 2018



APPLICATION FOR CATERING SPACE

Please fully complete and return this application form to:

Kendall Glenn
 Royal Ulster Agricultural Society
 Balmoral Park
 Halftown Road
 Sprucefield, Lisburn
 BT27 5RF

Tel: 028 906 86 194 Mob: 07809 907 217
 Email: kendall@eikon.uk.com

FOR OFFICE USE ONLY
Stand Location
Stand Number
Size
Signature
Date

1. COMPANY DETAILS:

Contact Name(s).....

Name of Business.....

Products to be Sold:

.....

Address.....

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

Tel No..... Fax No.....

Email..... Web.....

Previous Events Attended.....

.....

.....

2. CATERING UNIT TYPES & COSTS: *Please refer to the below table for the set costs for each unit.*

Type of Products	Net Rental Cost per Unit (Depending on pitch)
General Fast Food (Fried Foods, Fish & Chips) Hog roast, Carvery	£4,250.00 - £5,000.00
Alternative (Crepes, Pizza, Baguettes etc.)	£2,500.00 - £3,000.00
Coffee Trailers/Ice Cream/Confectionery/Donuts	£500.00 - £1,000.00

****Please note the RUAS will allocate positions for all catering units to suit the best interests of the Show.
 *Some units may be asked to open pre show depending on the pitch allocated.***

3. SPACE APPLICATION: Please complete the below table to show your preferred unit numbers, sizes and costs.

Unit(s)	Name of Unit	Products	Frontage (m)	Depth (m)	Unit Type
1					
2					
3					
4					
5					

Support Vehicle(s)
(please give details of support vehicles required below)

Make	Model	Registration	Length	Width	Purpose of Vehicle

**Please note that it may not be possible to position support vehicles directly behind catering units, although they will be positioned as close as possible.*

4. STAND NEEDS:

Does your unit use: Gas Electric Both

Please detail the electricity supply your unit requires App Size

Will you require mains plumbing? Yes No

Electric is bought online at www.balmoralshow.co.uk

**Please note units are not allowed to bring/use their own generators.*

5. TICKET REQUIREMENTS:

Please enter how many members of staff you will require to have onsite each day of the Show below.

Day	Number of Staff
Wednesday	
Thursday	
Friday	
Saturday	

6. APPLICATION CHECKLIST: *Please ensure you have enclosed **all** of the following with your application.*

- 1. Completed application form
- 2. Photographs of units
- 3. Risk assessment
- 4. Fire risk assessment
- 5. Copies of your public and employers liability insurance
- 6. Evidence of your food hygiene rating
- 7. Copy of your food registration certificate
- 8. Copies of your PAT certificates
- 9. Copies of your gas safety certificates (if applicable)
- 10. Details of which local government authority you are registered with
- 11. Menu and price list of products being sold

****Please ensure all documentation sent is in date. If any of the documents are out of date please state date of renewal.***

7. AGREEMENT:

I/We hereby apply for catering space and agree to pay the amounts specified overleaf upon an offer of space by the Society.

I also agree to abide by the catering terms and conditions of the Society.

Signature..... Print Name.....

Position..... Company.....

Email..... Date.....

Successful applications will be notified by the Society by email/post. Once the application is approved, caterers will receive details of their allocated pitche(s). **Completion of this form is not a guarantee that you will be offered a pitch.**

