

Essential Christian request all Exhibitors to agree to the following terms and conditions when exhibiting at Spring Harvest.

Applications

Applications must be received by **Friday 11th February 2022**. The application is 'an offer to exhibit', and Essential Christian reserve the right to accept or decline. We aim to contact organisations within 7 days of submitting of an application to confirm our decision.

Participation

Essential Christian will review applications to ensure the organisation reflects the aims, objectives, and ethos of our event.

Spring Harvest agrees with the Evangelical Alliance Basis of Faith and Lausanne Covenant and reserves the right to ask for items to be removed from the exhibition that could cause offense or are not considered appropriate.

Due to the nature of our event, children and their parents/carers feel safe. You will be asked to read, sign, and comply to the terms of our Child Protection Policy on behalf of your team. You must ensure that overseas volunteers or workers hold the correct visa. Essential Christian cannot take responsibility for sponsoring their entry or confirming their eligibility.

You will also be required to read, sign, and comply to our Exhibitor's Coronavirus Policy on behalf of your team.

1. Exhibition packages 2022

Minehead & Skegness the cost your exhibition package includes:

- 4 x Event Passes
- Inclusion on the Event App
- SH Home virtual exhibition space
- 20% contribution towards the cost of accommodation booked with Butlin's and will benefit from the [Covid Protection Guarantee](#)

2. Deposit

Upon confirmation of an exhibition space, a deposit of 20% of the exhibition package booked will become due. Payment terms are 28 days.

Deposits are non-refundable (see clause 5 for exceptions). **Wherever possible payments should be made via the online booking system, accepted methods of payment are Visa debit and credit, Mastercard and Amex. If you wish to pay by bank transfer details, please refer to your invoice.**

3. Balance of costs

An invoice (less prepaid deposit) for the balance your exhibition package, including any additional advertising will be sent **on Friday 25th February 2022**. Payment terms are 28 days, the balance being **due on or before Friday 25th March 2022**. Essential Christian reserve the right to cancel the agreement and retain the deposit paid if final payment is not received within this time.

4. VAT

Standard VAT rate of 20% is applicable to exhibition spaces, power, and any additional advertising.

VAT is not applicable to the cost of additional advertising (as detailed below) for registered charities. This is non exhibiting organisations who book

- Chalet tv advertising, static or 60 second video
- Pop up banner to be displayed within the exhibition spaces

5. Cancellations

If you wish to cancel your exhibition package, please do so by email to the Exhibition Manager, Nikki Green exhibit@springharvest.org

Should you cancel your Butlin's accommodation booking under the Covid Protection Guarantee you will also receive a full refund for your exhibition booking.

- You consider it unsafe to go to SH22 due to the continuing threat of Coronavirus
- You are unable to travel due to sickness and/or isolation due to Coronavirus
- UK Government restrictions on travel due to Coronavirus
- The resort you have booked is closed due to Coronavirus

You can cancel your booking at any time up to 72 hours before your holiday start date and will receive a full refund.

[FREE Covid Protection Guarantee](#)

If you cancel your booking for any other reason after 25th March 2022, the balance of your 'final' payment may also become non-refundable

6. Feedback and commission

After the event, the Exhibition Manager will make contact requesting feedback and if applicable, a reconciliation of your total net sales. Should 20% of your net sales figures exceed the total value of your exhibition package (excluding VAT) an invoice will be sent for the difference. This amount is subject to 20% VAT. Payment terms are 28 days.

7. Registered Charity discount

Subject to availability, this discount is available to registered charities. The discount only applies to one 2m x 2m exhibition space booked, per charity (or for larger stand sizes the first 2m x 2m). Please provide your Registered Charity number during the application process.

- Under £500,000 = 20%
- Between £500,000 and £1,000,000 = 10%

8. Stand sizes & exhibition etiquette (COVID-19)

Exhibition spaces commence at the standard size of 2m x 2m. Spaces can be increased to a maximum size of 6m in width. **All stands have a standard depth of 2m.**

Essential Christian reserve the right to re-design the exhibition layout, re-allocate, move, or adjust as necessary and to close entrances, exits and access to the exhibition area as deemed necessary to ensure we are compliant with the latest Government guidelines in relation to Covid-19.

The safety of our guests is of paramount importance to us. We do not take this responsibility lightly and are working on a variety of plans and scenarios for 2022. We will be working hard making plans for a variety of social distancing measures, ensuring cleanliness, providing facilities, and strictly following any government guidelines. Please be assured that Spring Harvest and Butlin's will follow any government, health and scientific guidelines that are in place for public gatherings in 2022. We are hoping to offer a full event experience, even if it is in a different way to that which we have experienced before.

9. Stand fixtures and fittings

Exhibitors are responsible for providing tables, cloths, backdrops, and display boards which must be of professional standard.

Stands, their fittings and any materials used must be fire retardant (in accordance with appropriate authorities and British Standard 5867 part 2). Please ensure the appropriate certification is available this includes spray-on applications (application must have been in the last 12 months).

10. Power supply

Power must be booked during the application process. The power supply is as follows:

Minehead or Skegness – double 13amp sockets. £60 plus VAT

Minehead and Skegness – double 13amp sockets. £120 plus VAT

11. Electrical equipment

All electrical equipment or applications which you propose to use require a Portable Appliance Test (PAT) Certificate. Please bring certificates with you and be ready to produce them to the Exhibition Manager. Unfortunately, the use of any equipment or appliances without a PAT Certificate will not be permitted.

12. Insurance

Organisations are required to have their own Public Liability Insurance with an indemnity of £5,000,000 per claim. **Employers Liability Insurance is not sufficient.** A copy of your Public Liability Insurance must be uploaded onto your online account. Full details of Essential Christian's liability insurance are available upon request.

13. Risk assessments

Organisations are required to complete and upload the Essential Christian 'Fire and risk assessment' for the safe assembly and dismantling of their stand and all activities that will take place. In addition, organisations will be required to complete an upload their Covid-19 risk assessment.

14. Location of exhibition spaces

There may be noticeable changes to the programme this year, which could include repeats and live links of main sessions in various venues (all to be confirmed).

At both Minehead and Skegness Butlin's, brand new all-weather entertainment venues, 'Studio 36' have been built which means **at both Minehead and Skegness, the exhibitions will be in the Skyline.**

15. Stand activities

We would request that additional activities including, but not limited to, surveys or questionnaires are approved by Essential Christian, in writing, prior to arrival. Please be aware that Butlin's have exclusive rights to the sale of food and drink and these items should not be sold or given away from your stand. The sale of combustible products or materials is prohibited.

We request that the hand-out of literature is kept to a minimum. All business activity must be conducted within the confines of your stand area in a socially distanced manner. All articles, goods, advertisements signs and any other material exhibited must comply with the law and be free from any offensive or defamatory images, words, or statements. They must not infringe copyright, trademark, design, patent, or other intellectual property right and must conform to any statutory provisions or regulations. Essential Christian reserve the right to ask you to remove immediately from your stand anything that we deem inappropriate, unsuitable or which may cause offence to delegates. Please insure against any cost, claims, or demands in relation to Essential Christian making this request.

16. Restrictions

Unless Essential Christian have granted prior written authorisation, you or any of your staff will not make or arrange to make any of the following:

- Public announcements with a microphone
- Signposting
- Activities outside your exhibition space
- Publicise special appearances or
- Sell, assign, rent, transfer, trade or share any part of the Spring Harvest 2021 exhibition package with any other organisation

17. Arrival, set up & vehicular access

Exhibitors are responsible for the safety, delivery, assembly, staffing, dismantling and removal of their stand and any materials allocated to their space. Essential Christian reserve the right to alter and/or to close a stand which, in their reasonable opinion, is unsafe. Essential Christian cannot accept any liability in this respect.

Minehead - (18-22 April)

- We anticipate access to the venue on Day 1 of the event. More information to follow.

Skegness - (11-15April)

- We anticipate access to the venue on Day 1 of the event. More information to follow.

18. Opening Times

Opening times are as below and are subject to revision.

Day 1 – we anticipate setting up during the afternoon – full opening at 8:30-10pm

Days 2, 3,4 – 11am-5.30pm. Evening 8:30pm-10pm.

Pack-down will take place from 10pm on Night 4.

19. Pack-down

Exhibitors are responsible for the removal of all materials from the allocated space and must ensure this left in good and clear order. Essential Christian reserves the right to make a charge for the removal of materials or cleaning.

20. Event publicity

Upon confirmation of your 2022 exhibition package, you consent to Essential Christian and agencies authorised by us to use, reproduce your image, and that of your stand for publicity purposes in the UK and abroad.

21. Partner organisations

Essential Christian may work with partner organisations to deliver certain aspects of Spring Harvest event and exhibition. By exhibiting, you agree to us passing your details to these partner organisations who will only use this information in relation to Spring Harvest. You will not be contacted for any other purpose.

22. Minehead & Skegness accommodation

Exhibitors are entitled to **20% contribution towards the cost of one unit, per organisation, per break**. Due to Covid-19, Butlin's would prefer that everyone attending Spring Harvest stays on site, and by offering this discount we are hoping that this will make this option more affordable. Exhibitors are permitted to stay off-site, but you will not have access to the Butlin's App which all guests will be using to book into the programme/sessions. This does not mean that you cannot

engage with the programme but those using the App and with bookings will take priority, and entrance permitted if numbers allow.

Your booking should be made [via Butlin's](#), and the deposit paid. A copy of the booking confirmation should then be sent to the exhibition manager who will apply the discount/contribution directly with Butlin's. You will receive an email confirming that amount that Essential Christian have contributed. Final payments are the responsibility of the exhibitor and the usual Butlin's accommodation terms and conditions apply. All bookings are subject to the Butlin's Covid Protection Guarantee.

Exhibitors are permitted to stay off site, however, please email nikki.green@eem.solutions if this situation is relevant to your organisation.

23. Event passes

Exhibitors are required to wear event wristbands which provide access to the Spring Harvest programme. Details of event passes included in exhibition packages are detailed in Section 1. Spring Harvest reserves the right to ask any individual unable to produce a wristband to leave the event.

24. Overseas Workers and Volunteers

You will be responsible for ensuring that all workers or volunteers representing your organisation at the event from outside the European Union are in possession of the correct Visa to work in the UK. Essential Christian is unable to take responsibility for confirming their eligibility to work in the UK.

25. Illness including Covid-19

You will be responsible for ensuring that all your staff are fit to work and are not displaying any symptoms of illness which could be contagious including Covid-19. Any member of your staff with symptoms must be isolated immediately and the situation reported to the Exhibition Manager. Anyone showing symptoms of other contagious illness may also be asked to seek medical assistance and may be asked to leave the event. This is at the absolute discretion of Essential Christian.

26. Dispute

In all matters of dispute at the Exhibition, in the first instance you should put your complaint, in writing, setting out the circumstances in full to Nikki Green. Your complaint will be carefully considered, and you will receive a written decision. If you are dissatisfied with this response, you should refer the matter to the Chartered Institute of Arbitrators for mediator or arbitration.

27. Governing Law and Jurisdiction

This agreement and any disputes arising out of or in connection with its subject matter are governed and construed in accordance with the law of England. The parties to the agreement hereby irrevocably agreed that the Courts of England have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this agreement.

If any provision of this agreement (or any part of any provision) is found by a court or other authority or competent jurisdiction to be illegal, invalid, or unenforceable, that provision or part provision shall, to the extent required, be deemed not to form part of this agreement and the validity and enforceability of the other provisions of this agreement shall not be affected.