

TERMS & CONDITIONS OF PARTICIPATION

- EXHIBITORS



The Gardners Trade Show is an annual event held by Gardners, encouraging networking between booksellers and publishers. With 50+ publishers from across the UK and 300+ bookseller delegates in attendance. It also brings together trade partners to promote services to retailers, and introduces booksellers to new non-book & gift ranges.

It is organised by Gardners Books, 1 Whittle Drive, Eastbourne, East Sussex, BN23 6QH.

TERMS OF REFERENCE

The Organiser - Refers to Gardners Books Limited.

The Exhibitor - refers to the publisher or trade body that has booked a stand at the event.

1. DURATION

The Gardners Trade Show 2024 takes place on Sunday 22nd September 2024 for one day. Registration for delegates will open a few hours before the show. The show will open with guest speakers.

The show will close at 4.30pm.

2. EXHIBITORS

2.1 Any publisher that is a stocked partner of Gardners may come along and exhibit at the show.

2.2 Companies may not exhibit if they are the subject of bankruptcy proceedings before a court of law. If any such proceedings are initiated following registration the Organiser is to be informed without delay. The Organiser also reserves the right to refuse a stand booking if the Exhibitor has a series of outstanding payments.

3. EXHIBITS

3.1 Only stocked products and services provided by Gardners can be exhibited at

the Trade Show. Pre-orderable lines may be shown. Any lines still in negotiations to be stocked, or yet to be sold in must be agreed with the publisher buying contact prior to the show.

3.2 The exhibitor is not permitted to exhibit any works which have been banned from production or distribution in a court of law.

3.3. If request, the Organisers will decide at their own discretion whether products may be permitted which do not appear to be directly related to the trade.

3.4. Exhibitors must ensure their stand content and materials do not encroach their boundary. The floor plan is designed to adhere to all health, safety and fire guidelines. Any leak out the boundary will breach health and safety rules. The Organiser is entitled to remove items outside of the boundary without notice.

4. CONTRACTS / STAND ALLOCATION

4.1. At the point of booking your stand, and reading these terms and conditions these terms and conditions bind your application.

4.2. Provisional or unofficially submitted bookings are not valid until the official booking form, and agreement to terms and conditions has been submitted.

4.3. Shortly after the booking closure, the Organiser will provide a booking summary with details of what has been ordered.

4.4. The allocation of stand space by the Organiser cannot proceed until all applications have been assessed. It does not depend on the order in which applications have been received. Exhibitors are given the opportunity to specify any placement requests or requirements in the additional comments on the booking form. Stand spaces are assigned to you. The organiser creates the floor plan working to distribute stands fairly for all publishers, encouraging footfall to all areas on the plan. All requests will be considered and accommodated as much as possible.

4.5. The minimum space bookable is a Single Stand, at 2m (w) x 1m (d).

4.6. For safety reasons, the Organiser is entitled to relocate an exhibitor, even during the event.

4.7. Exhibitors who do not fulfil their financial obligations to the Organiser can be excluded from the show.

5. TERMS OF PAYMENT

5.1 Invoices for stand bookings and furniture hire are payable within 30 days of invoice date which will be 1st August 2024. Payment can be made as outlined below.

Bank Details:

Lloyds, 104 Terminus Road, Eastbourne, East Sussex

Account Number: 00904220

Sort Code: 30-92-86

IBAN: GB92LOYD 3092 8600 9042 20

Swift/Bic Code: LOYDGB21092

Please ensure all charges are paid by your bank when specifying the transfer.

5.2. If the exhibitor requires a purchase order number to be shown on the invoice, it is the exhibitor's responsibility to provide either at the point of booking, or no later than 20th July 2024.

5.3. If payment is not received on time, the Organiser may re-allocate the exhibition space, but the Exhibitor still remains liable for the full payment.

6. WITHDRAWAL/CANCELLATION

6.1. Exhibitors have the right to cancel their stand free of charge until 1st August 2024. Written notice of the exhibitor's intention to cancel is required in action.

In the period between the booking deadline and 9th August, a processing fee of 20% of the booking cost will be charged for.

From 23rd August, 100% of the total booking cost is applicable. This is due to the fact it is not possible at this stage to replace the stand, and all printed matter will have been actioned or completed.

6.2. If the Exhibitor cancels or withdraws,