




**PART 4 – Wristbands & Passes – compulsory**

Your allocation will be 2 wristbands per car per day (Friday 10, Saturday 11 & Sunday 12 November). In addition, you will automatically receive 1 vehicle display pass, and an exhibitor parking pass with your daily wristbands.

**PART 5 – Health & Safety – compulsory** Their Mobile Number (in case of emergency):

1. I / We will be displaying \_\_\_\_\_(number) motor vehicles in the hall during open period and agree to abide by the regulations for displaying a car.

**Petrol Regulations – Pre-1984 Vehicle Exhibits**

When bringing a vehicle to please remember to take into account the following points:

Your vehicle must...

- Be drained of fuel or arrive with minimum fuel (filling or emptying tanks inside the hall is strictly prohibited at any time).
- Have a drip tray positioned underneath the vehicle
- Have a lockable petrol cap (if applicable)
- Be positioned within the boundaries of the stand so that any protrusions, doors, tails lifts etc do not infringe the stand perimeter.
- Adhere to instructions by Traffic & Security departments at all times.

**Petrol Regulations - Post-1984 Vehicle Exhibits**

When bringing a vehicle please remember to take into account the following points:

Your vehicle must...

- Have a safe level of fuel – some post 1984 vehicles are more dangerous when empty.
- Once the vehicle is in position on your stand you must disconnect the battery unless the vehicle safety measures will be affected (such as on bi-fuel vehicles) this MUST be identified to the Operations team.
- Have a lockable petrol cap
- Be positioned within the boundaries of the stand so that any protrusions, doors, tails lifts etc do not infringe the stand perimeter.
- Adhere to instructions by Traffic & Security departments at all times.

Please be aware that all of the above points are legal requirements as well as requirements of the e-guide and regular checks will be carried out throughout the show by a Health and Safety Officer.

## PART 6 – Insurance

I / we understand that it is our responsibility to take out adequate insurance for any vehicles displayed at Lancaster Insurance Classic Motor Show 2023.

I / we understand that I / we will indemnify Clarion Events Ltd against any loss in relation to the event during the entire tenancy (0800hrs on Thursday 09 November to 1200hrs on Monday 13 November).

I will provide a copy of my insurance certificate on request .....

## PART 7 – Declaration - compulsory

I declare that the information supplied on this form is correct and I acknowledge that I have received and read this document & the information it contains, and agree to abide by its. I have ensured that copies of this information have been made available to any relevant parties.

Signed ..... Date .....

Print ..... Position .....

## Useful Information

Build Up		
Thursday 09 November	1000 – 2100	FEATURE CARS - by schedule

On arrival at Birmingham's NEC please make sure that your Display Vehicle Pass is at hand to identify you to Traffic Marshalls. Please follow their directions down to the hall.

Open Period		
Dates	Show Open Hours	Hall Operating Hours
Friday 10 November	1000 – 1800 hrs	0800 – 1900 hrs
Saturday 11 November	0900 – 1800 hrs	0800 – 1900 hrs
Sunday 12 November	0900 – 1700 hrs	0800 – 2100 hrs

Breakdown	
Sunday 12 November 1700 – 2100 hrs	All vehicles, goods and products must be removed from the stand by 2100 hrs.

### Please note:

For safety reasons, breakdown cannot commence until all visitors have left the hall.

## Show Rules & Regulations

Please read the below information that will ensure you are adhering to the rules & regulations of the show.

### Code of Practice

Please note the following important regulations:

In order that no discourtesy is shown to last minute visitors to the show, we ask that no dismantling of displays commence before 1630 hrs. or until all visitors have left the halls on Sunday 12 November. You will be notified of when it is safe to begin breakdown by public tannoy.

No vehicle engines must be started after show close until you receive clearance from the organisers via the public tannoy.

Products of companies not exhibiting at the show cannot be used on stands for display purposes without permission from the Organisers.

### Distribution of Promotional Material

As a feature display vehicle, you are not permitted to operate any commercial activity from the feature stand. This includes handing out promotional material for commercial companies, sponsors or partners. If you wish to promote any sort of charity involvement, this must be agreed by the organisers in advance.

### Gangways

The gangways within the exhibition have been subject to approval by the Local Authority. Under no circumstances can any part of your display, furniture or personal items project beyond the boundary of your stand. All gangways must be obstructed and accessible at all times.

### Insurance

You are reminded that in accordance with the Rules & Regulations the MUST take out adequate exhibition insurance cover. Clarion Events Ltd do not have insurance cover for your vehicle.

Whilst we take every precaution, we are not responsible for damage or loss to stand fittings and exhibits and cannot accept any responsibility for damage or loss of any properties introduced by the exhibitors and/or their agents/contractors. We advise you to take out adequate insurance to cover your property. If you have any queries, please email: [motoringops@clarionevents.com](mailto:motoringops@clarionevents.com).