



# Royal Welsh Winter Fair

## 25 & 26 November 2024

Tradestand Exhibitors Guide

Closing Date of Applications  
Returning Traders - 1st October 2024  
New Traders - 1st October 2024

# Making an Application

Before completing your request for a stand please read through this document. This will give you information on the following:

- How to Apply
- Selection Criteria
- What Happens Next
- Tradestand Rates
- Electrical Charges
- Key Contacts



## How to Apply

Please use the link either on our website or listed on this email where you will be asked to submit your expression of interest.

## Selection criteria

- Relevance and quality of product.
- Balance of product categories within the Show.
- Geographical relevance.
- Prompt payment of invoices.
- Permanent business address, and clear contact details.
- Photos of Stands or a quality website.
- Courteous, professional and friendly staff.

## What Happens Next....

### Returning Stand Allocation

The Royal Welsh Winter Fair is a very popular event and we receive a high number of applications from exhibitors wishing to return year-on-year.

Returning exhibitors have until the closing date of 1st October 2024 to notify the Tradestand Department whether they wish to:

- Rebook and accept the same stand as 2023
- Request a change of size or location for 2024
- Not exhibit in 2024

### New Stands

Once the above process has been completed we will then start to allocate spaces to new stands. Please submit your Expression of Interest as soon as possible and by 1 October 2024. We will then contact you with a stand proposal.

## Confirmation

If your expression of interest is successful, we will contact you with a proposal of a site we can offer you.

In order to secure your site, you will be required to accept the proposal.

If we do not hear from you within 7 days (to accept or decline) the allocation will be cancelled.

If the space offered is unsuitable please return the 'offer of trade space' immediately. This will enable us to find you an alternative position if available.

Successful applicants will then be sent an invoice for the space etc.

## Tradestand Options

The Royal Welsh Winter Fair stand spaces are split up into various areas. Trade space areas are either located on a front-age x depth calculation or by module price. Trade rental includes an allocation of passes per stand size.

Stand Rates - All prices + VAT (see Winter Fair layout map)	
Outdoor Commercial/Retail Space	£13.53 per square metre <b>On hard standing</b>
Outdoor Agricultural Space	£9.58 per square metre <b>On hard standing</b>
South Glamorgan Hall	£332.37 (£24.62 per square metre) <b>Price Per Module (3m front x 4.5m depth)</b>
Breed Society Stands	£24.06 per square metre <b>Fixed Depth of 4m.</b>
Exhibition Hall 1	£24.57 per square metre <b>Fixed Depth of 4.5m</b>
Exhibition Hall 1 Balcony	£183.21 (£20.36 per square metre) <b>Price Per Module (3m front x 3m depth)</b>
Exhibition Hall 2	£24.06 per square metre <b>Fixed Depth of 4m</b>
Cattle Buildings	£18.57 per square metre <b>Fixed Depth of 4m</b>
Shopping Pavilion 1 (Green Pavilion)	£160.54 (£44.59 per square metre) <b>Price Per Module (3m front x 1.2m depth)</b>
Shopping Pavilion 2 (Montgomery Pavilion)	£160.54 (£44.59 per sq metre) <b>Price Per Module (3m front x 1.2m depth)</b>
Gift Hall (Goat Building)	£159.32 (£26.55 per square metre) <b>Price Per Module (3m front x 2m depth)</b>
Gift Hall (Goat Building)	£238.98 £26.55 per square metre) <b>Price Per Module (3m front x 3m depth)</b>



Modules come with two sides and a back wall. Made of ply and with a height of 2.4m, but do not come with a fascia as in the picture.

## Electrical Services

Services such as water, electrics, extra tickets and passes can be ordered via your online account.

Electrics - All prices + VAT	
13amp Single Power Point	£77.17
Double Power Point	£88.20
3kw Spur	£88.20
16amp Ceeform Socket	£91.50
32amp Ceeform Socket	£99.22
5ft Fluorescent Light	£46.30
Single phase 63amp Ceeform Socket	£264.60
Three phase 63amp Ceeform Socket	£482.18

## Tickets & Passes

Tickets will be issued using the following table:

Free Ticket Allocation Table	
Free Issue 2 Day: Issued for the sole use of Exhibitors or any of the show staff on the following basis:	
Areas up to 37 sq. metres	3 x event badges.
Areas up to 75 sq. metres	4 x event badges.
Areas up to 112 sq. metres	5 x event badges.
Areas up to 150 sq. metres	6 x event badges.
Areas up to 187 sq. metres	7 x event badges.
Areas up to 225 sq. metres	8 x event badges.
Areas up to 262 sq. metres	9 x event badges.
Areas up to 300 sq. metres	10 x event badges.
Areas up to 337 sq. metres	11 x event badges.
Areas up to 375 sq. metres	12 x event badges (Maximum issued)



## Set Up

Setting up of your stand may take place on Monday 18th November - Friday 22nd November between the hours of 9.00am and 5.00pm, Saturday 23rd November 10am - 4pm and Sunday 24th from 9am - 7pm.

## Early Setup (Monday 25th November 2024)

Stand holders who find it necessary to set up their stand on Monday 25th November may do so between the hours 7.00am - 8.00am. Please note that vehicles wishing to enter the showground during this period must display the red £20 deposit servicing pass. Please check that you have requested the pass.

## Building Opening Times

The Shopping Pavilions and Gift Hall will be opened as per list below:

**Sunday 24th November** - Halls will be opened from 9am and locked at 7.30pm

**Monday 25th November** - Halls will be opened from 6.30am and locked at 7.30pm.

**Tuesday 26th November** - Halls will be opened from 7.00am

## Event Opening Hours

Monday 8am -7pm (late night shopping) 25th November and Tuesday 26th November 8.00am to 6.00pm or until the end of the auction, whichever is the later.

## Take Down

No vehicle will be allowed onto the ground and no stand shall be unmanned or dismantled before 6.00pm on Tuesday 26th November and entry could be delayed should the Fair run later.

## Exhibitors Guide, Rules & Regulations

Please read the exhibitor guide, rules and regulations before submitting your expression of interest.

## Sub-letting

Exhibitors may not sub-let, part or share occupation of their assigned stand unless with the prior written approval of RWAS. The Exhibitor may share occupation of the stand with their companies that are in the group as the exhibitor or which are associated in business with the Exhibitor or for whom the Exhibitor acts as an agent. Any stand or building found to be infringing this rule will be asked to close down and cease trading.

Exhibitors are not permitted to:

- Use aircraft for advertising.
- Use of drones.
- Selling or donating inflated or deflated balloons.
- The sale of Cap Guns, BB Guns, BB Gun ammunition, Laser Pens and Explosive Devices.
- Distribute Handbills outside the confines of your stand.
- To sell Chinese Air Lanterns.
- To sell Single Use Disposable Vapes.
- The raffle of live animals.
- To place advertising banners outside of your stand space.

## Contact

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Tradestands Team

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## Winter Fair Layout Map

A link to the Winter Fair layout plan can be found on our website

