Patchings Festival 2027

10am to 5pm Thursday 8 to Saturday 10 July 2027

EXHIBITOR INFORMATION - TERMS and CONDITIONS

1. The information provided below are the Terms and Conditions for taking part as an exhibitor at the Patchings Art Fest held at Patchings Farm Art Centre, Calverton, Nottinghamshire, NG14 6NU Those exhibiting are asked to agree and comply with these conditions as part of their application process. Agreeing to these conditions is confirmed upon payment of a non returnable deposit.

2. This information is for those taking part in Patchings Art Fest 2027. To include exhibitor stands in the Artists and Artisans Marquees, the Art Materials and Demonstration Marquees and the Individual Trade and Company Marquees.
These details are published and in conjunction with the Registration Forms, completion of the which is an acknowledgment these terms and conditions have been read and accepted.

3. Various additional equipment (Add-ons) - can be hired. The details of this equipment, along with prices are listed within the registration form. Please note all additional equipment must be ordered in advance on the registration form. As this is delivered in advance, there will be none available as extras on the setting up day.
Please note the closing date is Thursday 6 May for the ordering of additional equipment -unless agreed otherwise with the organisers.

4. There is no commission payable for sales or orders during or after the Festival. Patchings will provide contact details for enquiries received after the festival as detailed in the festival catalogue unless advised not to do so. Names of exhibitors and contact details will be published on the Patchings website and in the festival catalogue - a publication free to all visitors on arrival. These details will be requested at the time of registration.

5. You may decorate/furnish/use free standing display units in any way that you feel appropriate on your stand. However, you must not place any fitments, which obstruct visually or the access to stands on each side of you by extending beyond the depth of the space. Occasionally additional space may be allocated if available at the discretion of the Patchings organisers.

6. **Exhibitors must set up their area on Wednesday 7 July between 9.00am and 6.00pm.** Should this present a problem please contact the organisers.

7. It is a condition that exhibitors in the Artists and Artisans Marquees along with Outdoor Exhibitors must only show and sell work, which comes into the medium or mediums for which they have been selected and have entered on the registration form. Under no circumstances must exhibitors show and sell work produced by another or which has been bought in. A reminder - the event promotes and publishers that all work is created and designed by exhibitors themselves.

For those working with precious metals, all such metal used must have the appropriate and valid hallmarks. Other than those exhibiting in the Art Materials Marquee, exhibitors must not sell tools,

or equipment, or raw materials related to their work, unless discussed and agreed with the organiser.

Exhibitors in the Artists and Artisans Marquees must not sell materials or any equipment associated with their craft. The only exception, allows materials designed and developed by the exhibitor, used in association with their work and manufactured elsewhere. These are viewed as an extension to their work and as part of the demonstration.

8. The Festival is open to the public from 10.00am to 5.00pm on all three days. The exhibition space must be open to the public throughout the Festival and be supervised by the exhibitor or his / her representative. On no account must exhibitors close or clear away before the end of the event. The event is open and should be able to be fully enjoyed to all visitors throughout opening hours of the event. If for any circumstances exhibitors are experiencing difficulties in maintaining their stand through the event, the organisers must be informed immediately for a discussion of the situation.

9. Security personnel will be present during the hours the event is closed to the public. All security provided by the organisers is for the protection of the event overall, and although every reasonable precautions will be taken, exhibitors are entirely responsible for the security of any goods or personal belongings brought to the event.

10. Insurance is at the discretion of the exhibitor. Patchings Art Centre will make every effort to ensure that you have a successful event, but cannot be held responsible for damage or theft of your stock or stand, interruption of power services or anything outside our control. Patchings Art Centre does not provide insurance cover for theft or any damage you may incur nor for public liability relating to injury caused by your stand, its contents or equipment. **You must hold the relevant and appropriate public liability insurance cover.** It is a condition of booking that you understand and accept this provision.

11. The public are permitted to take photographs inside the marquees. However if you prefer visitors not to photograph you or your work, please obtain the appropriate notice for your stand from the Information Marquee. Smoking and electronic cigarettes within the marquees and the festival arena is prohibited.

12. Covid. At present we envisage no restrictions or conditions in relation to Covid, although we recognise that individuals may have varying arrangements within such settings as the festival. However it is necessary to provide a pre-cautionary note that we would follow any changes to protocol or recommendations the Government and / or Local Authority deem necessary as related to the festival or part of the event.

13. The booking process will automatically inform you of the amounts and due dates of payment for final invoices. However if there are issues that you would like to discuss, please do not hesitate to telephone or respond using the email (info@patchingsartfestival.com).
VAT is charged in addition to the stand fee and for any equipment and services hired from Patchings. The VAT will be added to each of the two stage payments of deposit and final payment. You will be able to print off a receipted VAT invoice.

All prices provided are plus VAT - currently at 20%.
Payments made as deposits and final payment are non returnable.

14. The contact information you have provided on the registration forms will be retained to allow us to keep you informed of Patchings Arts fest 2027, which will include Festival Newsletters. If you agree in the registration process for your contact details to be used in the publicity and marketing of the event, these will be made public through the Patchings Art Fest website, Social Media postings and the printed Festival Guide.

15. In the lead up to the Festival you will receive the monthly Patchings Festival Newsletter, to keep you up to date with planning and preparation. In addition we will be circulating Exhibitor and Event Newsletters, with particular information for all participants.

16. Following receipt of your deposit with completed application form, we will send out by email the Art Fest publicity pack to include the festival logo, links and digital promotional.
Event leaflets will also be made available to send out or be collected from Patchings Reception as requested.

17. **Setting Up Details and Layout**
Please note an email Newsletter will be circulated in early June.
This will include:-
a. A copy of the site layout including entrance and exit details, car parking.
b. An internal marquee layout confirming your location, showing additional items provided.
c. Car Passes.

18. On arrival on setting up day - Wednesday 7 July, you will be issued with an Exhibitor Welcome This includes exhibitor badges, and Festival Guide.

19. You are required to acknowledge you have read and agreed to these terms and conditions. This acknowledgement and acceptance is confirmed with the payment of deposit. If you have any queries, please do not hesitate to contact us at info@patchingsartfestival.com. There is a provision for asking questions on the registration forms.

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Patchings ARTfest 2027
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