Trader/Exhibitor Booking Form
"British Quilt and Stitch Village"
Uttoxeter Racecourse, 24th, 25th & 26th April 2026

Please be aware all contact details submitted on this booking form will be printed in the show guide, unless you specify otherwise. Please print this form and fill in by hand.

Trader/Exhibitor name:_____

Address:_____

_____ Postcode:_____

Contact Name:_____

Telephone:_____ Mobile:_____

Website: _____ Email: _____

Business description for inclusion in show guide (*35 words approx*):

_____

_____

_____

_____

_____

Total cost of stand space required (available in multiples of 7ft x 7ft) at **£440** each.

To include one 6ft x 2ft trestle table and a chair per 7 ft² stand space:

£ _____

Number of stand spaces required (available in multiples of 7ft x 7ft square):_____

Number of additional tables required: _____
(Additional tables can be hired at £7 each if required)

Power point required: Yes/No (delete as applicable)

Please tick payment method: Cheque ☐ BACS Transfer ☐

Please make cheques payable to TPL Exhibitions Ltd *or*
BACS transfer to Barclays Bank, Sort Code: 20-98-68 Account Number: 23054586

Fee refundable less 10%, in the event of your cancellation before 31st January 2026
FULL balance to be paid by 31st January 2026 please.

Special Requests (we cannot guarantee that we can accommodate your requests but will always do our best) _____

_____

_____

_____

Signed: ..... Date: .....

Health and Safety Form

To be returned by 31st January 2026

Health and safety documents are a requirement by law. Please complete the Health & Safety form along with the Risk Assessment form and return to info@quiltandstitchvillage.com

Any queries contact Nikki Reeves (Show Manager)

Email: info@quiltandstitchvillage.com

- **You are required by law to provide this document. It is compulsory, there are no exceptions.**
- **Documents subject to change as not all risk can be anticipated.**
- **You are required to carry a copy of your organisation's Health & Safety Policy with you at all times during the show.**

Please remember Health & Safety requirements are put in place to reduce risk of injury or death, by taking common-sense decisions. The process of Risk Assessment helps formalise your strategies for carrying out tasks, so you apply more care and attention.

You need to show awareness of the risks and dangers posed, and take responsibility for ensuring the law is complied with. Please do not ignore it as all local authorities and venues see this as standard practice.

Health & Safety and Welfare at Work Act 1974

It is a condition of entry into the British Quilt and Stitch Show that every exhibitor, contractor, sub-contractor, supplier and their agents comply with the Health, Safety and Welfare at Work Act 1974 and all other legislation covering the venue. The exhibitor accepts that it is their legal and moral responsibility to ensure their own and others' health and safety is not put at risk by their actions (or inaction's) throughout the tenancy. Your health and safety representative must be in attendance over the whole show weekend.

Full Name of Health & Safety Rep. on Stand: _____

Position _____ Company _____ Stand Number _____

Address _____ Telephone/Mobile _____

To be signed by a senior company representative:

Name _____ Position _____

Signature _____ Name _____

Health and safety documents are a requirement by law. Please complete the Health & Safety form along with the Risk Assessment form and return to info@quiltandstitchvillage.com

Please agree below by ticking the boxes:

☐ We have trained staff and have made them aware of potential risks. We will provide on-site staff with a copy of this information pack and our company health & safety policy and risk assessment. Our exhibits, demonstrations and work practices cause no hazards to ourselves or others.

☐ A copy of the company's health & safety policy and risk assessment will be made available at British Quilt & Stitch Village. Our staff will be sufficiently instructed and trained in relevant matters in order to carry out their tasks safely and competently.

Please return completed form by January 31st 2026

Email: info@quiltandstitchvillage.com
Post: Nikki Reeves, TPL Exhibitions Ltd, Units 8 - 12, Willow End Park, Blackmore Park Road, Malvern WORCS WR13 6NN

We acknowledge the Health & Safety of the British Quilt & Stitch Show and confirm it will be complied with, in addition to our own responsibility under the Health, Safety and Welfare at Work act 1974 and all its subordinated regulations which apply.

Company Name: _____ Stand Number: _____

Print Name _____ Signature: _____ Date:_____

Health & Safety Risk Assessment Record:

- A Risk Assessment Record must be completed each time you exhibit. Since 1995, it has been a legal requirement for all employees and self-employed people to carry out a suitable and sufficient risk assessment of their activities at work which could affect the health and safety of themselves, their employees or anyone else (such as contractors, customers etc.) If an incident occurs, the investigating authorities will ask to see evidence of this risk assessment.
- If you cannot show that you have given 'reasonably practical' consideration to working safely it becomes more difficult to demonstrate your responsible approach. The checklist below is designed to assist you in your legal duties and to demonstrate responsible attitude. It is not a means of making you 'guarantee' you will never cause an accident, as the unforeseen can always occur. The law requires that you take reasonable steps to try and be as safe as possible and use a logical method of checking that you have done so.

Please take time to consider how you construct and display your products and tick the items appropriate to your stand.

1. Identify potential hazards which you could responsibly expect to result in harm under the conditions of the exhibition (please tick all appropriate to your stand)

SLIPS/TRIPS ON:

☐ Carpet ☐ Electrical cables ☐ Protruding gangways

☐ Storage boxes/Packing cases ☐ Items protruding onto gangways and public areas

OBJECTS FALLING FROM:

☐ Display Units ☐ Walls

ELECTRICITY:

☐ Power cables ☐ Power Tools ☐ Overloading sockets

OTHER:

☐ Nails and Screws ☐ Sharp Objects ☐ Injuries from carrying heavy objects

☐ Small objects – choke hazards ☐ Chemicals

2. Please tick persons who could be harmed.

☐ Exhibitors ☐ Management Staff ☐ Cleaning Staff

☐ Organisers/Operations ☐ Visitors ☐ Contractors

3. Please tick any of the precautions listed below which will be in place to avoid these hazards:

☐ Disconnect batteries ☐ Small/Sharp objects out of reach of public and small children

☐ Lighting out of reach ☐ Displays and units in good condition and fixed securely

☐ Carpet taped down ☐ Easy access to stand

☐ Heavy items secure ☐ Sufficient electricity supply

4. List any additional controls that may be used to improve those in use.