



CREATION FEST

INFORMATION FOR
EXHIBITORS

2020



Creation Fest exists to celebrate the good news of a God who loves us through festivals and events designed to creatively communicate the Christian faith and inspire others to do the same.

We're delighted that you have shown an interest in exhibiting at this year's festival. Our Exhibition area is located at the heart of the festival, next to our main stage venue, the Big Shed, and the Big Shed Cafe. This central location provides a consistently high footfall and buzzing atmosphere throughout the day and evening.

For any additional information about exhibiting at Creation Fest, please contact exhibition@creationfest.org.uk or telephone **0844 8794 703**.

To apply, please complete the online booking form at:
www.creationfest.org.uk/contact.asp.

Our expectation is that all exhibiting organisations are in agreement with the basic beliefs of the Evangelical Alliance found here: <https://www.eauk.org/about-us/basis-of-faith>.

Stand Information

Exhibition Stands:

There are three exhibition stand options:

1. Corner Shell Stand: Positioned in the corners of the outside edge of the Exhibition area. **3m x 2m** with two walls/sides.

£600 +VAT

2. Standard Shell Stand: Positioned around the outside edge of the Exhibition area. **3m x 2m** with two sides and back panel.

£550 +VAT

3. Regular stand: Positioned in the centre of the Exhibition area, regular stands are **3m x 2m**, with no walls/sides.

£300 + VAT

Photos of the shell scheme are available at:
www.aimexhibitions.co.uk.

All stands include:

- One table (6ft)
- Two chairs

Additional tables and chairs are available at a cost of **£5.00** per table and **£2.00** per chair + VAT.

Single power sockets are available at a cost of **£65 + VAT**.





General Information

Dates and Times:

The Exhibition area is open for the duration of the festival from:

Saturday 1 August, Noon – 10pm

Sunday 2 August to Friday 7 August, 10am – 10pm

Exhibitors who are selling merchandise must man their stalls from **12** noon until **8pm** daily, with a one hour meal break and two **15** minute tea breaks per day (exceptions are made for exhibitors who are performing or teaching seminars elsewhere on site).

Exhibitors who are providing information only must have their stalls manned for at least six hours each day.

All exhibitors must provide clear signage when their stall is unmanned, notifying visitors when staff will return.

The Exhibition area will be open for set up from 9am on Friday 31 July.

The Exhibition area will close at 10pm on Friday 7 August. All stands must be packed down and the Exhibition area clear by midnight on Friday 7 August.

Please liaise with the Exhibition team leader before bringing your vehicle onto site for unloading/loading.

Food and Drink

There are a wide range of food and drink vendors on site as well as our own on-site cafe. We are centrally located with grocery stores in easy access.

Advertising Opportunities

We are pleased to offer exhibitors several exciting advertising options this year. These are allocated on a first come, first served basis, so please indicate your preferences on the booking form.

Programme: £300 +VAT

Jam-packed with key information about artists, speakers and activities, the programme is the only place to find a full schedule for each venue. Programme advertisements are a full colour page (portrait orientation) of our A5 programme.

All ads should be received in print-ready format by 31 May 2020.

In-venue screens: £300 + VAT

Includes screen advertising in our two busiest venues - the Big Shed and Showcase Cafe. Our Big Shed screens are prominently positioned either side of the main stage, ensuring adverts are guaranteed to reach the masses.

Screen images to be received by 31 May 2020.

SPECIAL OFFER: Book both options for £500 +VAT!





TERMS AND CONDITIONS

Exhibition stands must be set up by noon on **Saturday 1 August 2020** and packed down by midnight on **Friday 7 August 2020**. During the festival, they must be manned for the required periods of time each day as laid out in this document.

All cancellations must be received in writing. Cancellations received after **1 June 2020** will be charged **100%** of the cost of the space. Creation Fest reserves the right to cancel an organisation's booking at any time, prior to and during the event, and is not responsible for any losses incurred.

All exhibitors are required to have their own public liability insurance. Creation Fest will not be held responsible for any injury, loss or damage that may occur to the organisation, representative or property from any cause. It is also the exhibitor's responsibility to ensure all staff have personal effects cover. Creation Fest recommends that expensive items (laptops etc.) are removed from the Exhibition area when stands are unmanned.

All equipment brought onto site must be PAT-certified and installed to comply with electrical safety regulations.

Creation Fest reserves the right to ask any organisation to refrain from selling or displaying any product which is deemed unsuitable or inappropriate.

Exhibitors are welcome to bring pop-up banners or additional tables, but they must fit within the space that has been booked and not extend to the aisles or their neighbours' spaces. If an exhibitor needs a larger space than listed, please contact our offices for a quote.

All exhibitors wishing to camp on site must book via the Creation Fest website. There is a separate fee to camp.