

**CREATION
FEST**

EXHIBITOR INFORMATION PACK

CREATION FEST

FRIDAY 29 JULY - MONDAY 1 AUGUST 2022





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 in our Big Shed venue which is close to our Outdoor Main Stage and also home to our Big Shed Café. This central location provides a consistently high footfall and buzzing atmosphere throughout the day and evening.

We hope you find all you need within these pages but 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 only booking form at
www.creationfest.org.uk/contact-us

Our expectation is that all exhibiting organisations are in agreement with the basic beliefs of the Evangelical Alliance which can be found at:
www.eauk.org/about-us/basis-of-faith

PRICELIST

There are three exhibition space options available:

1) 6m x 2m - £1050+ VAT

2) 3m x 2m - £525 + VAT

3) 2m x 2m- £325 + VAT

All stands include: One table (6ft) and two chairs

**Additional tables and chairs are available at a cost of £15
per table and £3 per chair**

Single power sockets are available at a cost of £70 + VAT

To book please visit www.creationfest.org.uk/exhibition to fill in our application form.

TIMELINES

OCT - Applications open

(Please find www.creationfest.org.uk/contact-us)

JUNE 11 - Public Liability (£5million), PAT Certification and Risk Assessment Due

(Please email to office@creationfest.org.uk)



GENERAL INFORMATION

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

29 July, 10 AM - 10 PM

30 July, 10 AM - 10 PM

31 July, 10 AM - 10 PM

1 August, 10 AM - 10 PM

Exhibitors who are selling merchandise must staff 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 Thursday, 28 July.

The Exhibition area will close at 10pm on 1 August. All stands must be packed down and the Exhibition area clear by midnight on 1 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 AND SPONSORSHIP OPPORTUNITIES

- **T-shirts - Worn by approximately 400 Volunteers**
- **Re-usable waterbottles - used by 400 Volunteers plus guests, artists and speakers.**
- **Coffee Cups - Our Big Shed Café got through 3570 hot drinks at Creation Fest 2021!**





TERMS & CONDITIONS

Exhibition stands must be **set up by 10am on Friday 29 July 2022** and **packed down by midnight on Monday 1 August 2022**. During the festival, they must be manned for the required periods of time each day as laid out in this document. **Set up is available from 9am on Thursday 28 July.**

All cancellations must be received in writing. **Cancellations received after 1 June 2022 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 of £5 million, this must be emailed to office@creationfest.org.uk by June 11 2022.** 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. **This must be emailed to office@creationfest.org.uk by June 11 2022.**

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 office for a quote.

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

Esther Cole

Office and Team Lead

esther@creationfest.org.uk

0844 8794 703