



Keighley and District Agricultural Show
to be held at Marley Playing Fields, Keighley, BD21 4DB
Registered Charity No: 233169

Saturday, 5th September 2026

Trade Stand Information

(excluding Catering / food & drink - please see separate information)

We are pleased to advise you of the details of Trade Stand space at this year's Show. Trade Stands are allocated on a **first come first served** basis so **please apply as soon as possible to avoid disappointment**. Trade Stands who book early are the most likely to be given preferred sites. Please note that receipts and tickets will be sent in early August and unless you hear from us before then, you may assume that your booking has been accepted.

CLOSING DATE FOR APPLICATIONS AND PAYMENT - 31st JULY 2026

CODE	DETAILS		COST
TSA	4.5 m frontage x 6 m deep		£70
TSB	6 m frontage x 6 m deep		£85
TSC	6 m frontage x 9 m deep		£100
TSD	6 m frontage x 12 m deep		£120
TSE	9 m frontage x 9 m deep		£130
	<i>Please ask for a quotation if you require a larger space</i>		
	<i>Registered Charities only: Please provide registered number on application form)</i>		
	TSF	4.5 m frontage x 6 m deep	£60
	TSG	6 m frontage x 6 m deep	£75
	TSH	6 m frontage x 9 m deep	£90
TSJ	6 ft trestle tables		£10 each
TSK	Chairs		£3.50 each
TSL	Admission Tickets - 2 issued free of charge		£7.50 each thereafter
TSM	Your own advertising banner displayed around one of the main Rings		£25 per metre (max depth one metre)
TSN	Weblink from Keighley Show website to your site (from time of booking to end September 2026)		£10
	Advertisement in Show Day Programme - Please tick box on booking form		

PLEASE READ THE INFORMATION OVERLEAF CAREFULLY

TRADE AREAS: The Show Committee reserves the right to refuse an application for a Trade Stand, and refund any payment made, eg, in the event of a number of very similar stands having already been booked. Bookings not paid for by 31st July will be deemed to have cancelled and the space will be re-allocated. No voice amplification systems may be used by Trade Stand exhibitors.

MARQUEES: Must be arranged by you. These can be hired from Malton Marquees (Tel: 01759 373033 or 07889 956919 email info@maltonmarquees.co.uk) and can be delivered and erected at the same time as the Show marquees.

N.B. Please discuss with Trade Stand Officer if you are considering using a marquee before making any arrangements. Please advise us the size of the marquee or gazebo you will be using and remember to add 2 m extra frontage and 2 m extra depth to accommodate guy ropes, eg a 6 m x 6 m marquee needs a minimum 8 m x 8 m site.

INSURANCE: All Trade Stands must carry their own Public (and Employers, where applicable) Liability Insurance for at least £2m, a copy of which must be submitted with your booking. The Society is aware that Insurance often needs renewal between application and Show Day - it is the Trade Stand's responsibility to renew the said insurance and send a copy of the renewed Policy to us as soon as you receive it. **Failure to forward the relevant documents may result in your booking being cancelled without refund.**

HEALTH & SAFETY & RISK ASSESSMENT: All exhibitors must comply with their own trade/professional standards to meet the health and safety standards required by law. Equipment and appliance certification should be readily available for inspection on Show day, and a current Risk Assessment needs to be submitted with your booking.

SALE OF ALCOHOL: Stands are prohibited from selling alcohol for consumption on the showground. Traders can sell produce to be taken for consumption at home.

CHILDREN'S ENTERTAINMENT: Please ensure you book a space the size of the **total area** you require, including space for vehicle if parked alongside your stand. Please remember space needed for tow bars, chairs, tables etc. Give as much detail as possible on the form so we can put you in an appropriate place. Please note the children's area has limited space so please book early to avoid disappointment.

RAFFLES & TOMBOLAS: Please obtain permission from the Trade Stand Officer for these by ticking the appropriate box on the application form.

PRODUCE STALLS: *(offering tasting samples, eg preserves, cheeses, artisan pies, fruit juices etc)*
Free sampling is permitted but only 1 - 2 small bite size of food per person and small 10ml drink per person. Giving away free food samples is regarded as a sale and the production and handling of the samples must comply with standard hygiene requirements. If you will be offering free samples over the maximum outlined above, your stand would then be considered a Food Stall, and you would need to comply with full Health & Safety and Food Hygiene regulations - please contact the Trade Stand Officer for further advice.

SWEETS/CONFECTIONERY STALLS: These are very popular stands therefore we would recommend you contact the Trade Stand Secretary **before** making a booking to ensure there are spaces for this type of stand still available.

WATER: There is no mains water on site therefore it is recommended that you bring supplies to meet your requirements for the day.

MAIN RING BANNERS: Maximum depth allowed 1 metre. You will be responsible for securely fastening the banner to the perimeter of the Main or Show Jumping Ring, in the place allocated to you by a steward of the Society, and removing it at the end of the day. Any loose banners which are a distraction to animals or members of the public will be removed without notice.

SHOW DAY PROGRAMME ADVERTISING: Trade Stands booked and paid for **by 31st July** will be listed free of charge in the Show Day Programme. In addition, adverts 7cm wide x 5cm deep (approx 3" x 2") can be booked **no later than 17th July** at a cost of £50. Please indicate on the Application Form if you would like details about how to book an advert.

SPONSORSHIP: Offers of sponsorship for any class in the Show will be gratefully received by the Committee.

TICKETS & PERMITS: **Two admission tickets and one vehicle permit per stand will be issued for each booking.** Vehicle permits **must be displayed in the windscreen.** If you have additional staff or helpers who will be attending the Show **at any time** during the day **you must purchase** any extra admission tickets required at £7.50 each. Anyone who turns up without a ticket will be required to pay on the gate, otherwise they will be refused admission to the showground. Additional vehicle permits may be available on request but only with additional ticket purchases.

ARRIVAL AND FINDING YOUR SITE: The showground is open from 7 am on Show Day. Areas which are not occupied by 10 am on Show Day may be re-allocated:-

- All special requirements stated on your application form will have been taken into consideration and the position and/or size of your site cannot be changed upon arrival at the Show.
- On arrival at the showground please stay in the right hand lane and head to the "**Trade Stands Arrival and Holding Area**" located at the top of the ramp, opposite the Administration tent, where you will be directed to your site.
- If you wish to set up on Friday, a plan of the showground indicating the position of your site will be displayed from noon at the Administration tent. Please note that the Society cannot accept responsibility for any lost, damage, stolen goods/vehicles etc left on the show field
- Tables and chairs, if ordered, will be left on your site on Friday evening (weather permitting). If your furniture is not on the site please go to the Administration tent to collect additional items
- Once you have finished setting up your stand you must move your car/towing vehicle to the Trade Stands parking area unless otherwise directed. Vehicles must not be parked behind or adjacent to your stand unless they form part of your display and it has been previously arranged with the Trade Stands Officer.
- Please note that all Trade Stands must be on the showground **no later than 9.30 am on Saturday** and **there must be NO vehicular movement on the field between the hours of 10.00 am and 5.00 pm. A breach of this rule could result in an application for a stand at the 2027 Show being refused. Please make sure staff attending with the stand are aware of this rule.**

SHOW PERSONNEL: **We kindly request that all our volunteers and helpers are treated with the utmost respect, both in the run up to the Show and on Show day itself. Any unacceptable behaviour is likely to result in your removal from the showfield and could jeopardize any application you make to attend the 2027 Show**

TROPHIES: The Trade Stand judge will visit your stand during the Show and trophies will be awarded at 3 pm for the Best Local and Best Open Trade Stands, who must undertake to return the same in advance of the 2027 Show.

WASTE: You must clear all waste and rubbish from your area before leaving the showground. Extra bin bags can be collected from the Administration tent at any time throughout the day.

CANCELLATIONS & REFUNDS: No refunds shall be given if cancellation is made less than 21 days prior to the date of the Show. Refunds for cancellations made more than 21 days before the Show will be subject to an admin charge of £15. In the event of the entire Show being cancelled prior to show day, full refunds will be made.

We look forward to seeing you at the Show. If you need further assistance at the Show or the week prior, please don't hesitate to call

Cath Coleman (Trade Stands Officer)
email tradestands@keighleyshow.co.uk or 07916 434088

PS - If you would like to be removed from our mailing list for future Shows, please let us know.