



NORTH  
NORFOLK  
DISTRICT  
COUNCIL

# GREENBUILD

EXHIBITORS BOOKING FORM

## The region's leading free, family-friendly, green lifestyle event

5 and 6 September 2020

Felbrigg Hall, Norfolk, NR11 8PR

Saturday 10.30am - 4.30pm

Sunday 10.30am - 4.00pm

<b>Business Name:</b>	
<b>Description of Business:</b>	
<b>Website:</b>	
<b>Contact Name:</b>	
<b>Contact Address:</b>	
<b>Postcode:</b>	
I confirm I hold Public Liability <input type="checkbox"/> (please provide a copy)	
<b>Telephone:</b>	
<b>Mobile:</b>	
<b>Email:</b>	
<b>1. I will be attending on:</b>	
<b>Saturday</b>	<input type="checkbox"/>
<b>Sunday</b>	<input type="checkbox"/>
<b>Both days</b>	<input type="checkbox"/>

## Exhibition space

Exhibition space is provided in the main marquee, farmer's craft marquee or outside area		
2. I wish to be in the:	<input type="checkbox"/> Main Marquee <input type="checkbox"/> Farmer's or Craft <input type="checkbox"/> Outside area	
3. I will need a total area of approximately: (Select one only. Please include space for any vehicles and trailers)		m long
		m high
		m wide

4. **Please provide a sketch plan of your pitch requirements showing display direction and approximate dimensions in metres and include any tables, chairs or other ancillary equipment (Please draw this below)**

### Back of stand



### Front of stand

5. We can provide some tables (both trestle and 4ft round) and chairs, please indicate quantity required below (Please note we are unable to provide display stands).	
No of large trestle tables required:	
No of 4ft round table required:	
No of chairs required:	
I will be providing all my own equipment:	
6. There will be power available to marquees that can be routed close to display areas, however you will be required to bring a 3-pin extension lead. If you have an outside stand, power will be delivered to your pitch via 16 amp round socket. There is a charge of £30 for the weekend to be paid in advance with the booking fee.	
<b>I will require a power supply</b>	<input type="checkbox"/>
7. Equipment can be secured in marquees overnight. We may also be able to provide some special storage for valuable items which are unable to be removed overnight.	
<b>I would like to use overnight storage</b>	<input type="checkbox"/>

### For outside exhibitors only

### Additional information

<p>8. I would like one of the six NNDC tents to be erected and dismantled on my/our behalf. These are 3m x 3m and could be shared. The tents are allocated on a first-come, first-served basis. There is a charge of £60 to hire a tent for the weekend to be paid in advance with the booking fee.</p>	<p>YES <input type="checkbox"/></p> <p>NO <input type="checkbox"/></p>
<p>9. Please specify any additional special requirements you may have (eg water for practical demonstrations etc) or any additional information you think we may need.</p>	
<p>10. Please provide a question for a children's quiz which will run throughout the weekend which is relevant to your stand together with the answer.</p>	
<p><b>Question:</b></p>	
<p><b>Answer:</b></p>	
<p>11. Would you be interested in giving a talk in one of our speaker marquees?</p>	<p>YES <input type="checkbox"/></p> <p>NO <input type="checkbox"/></p>
<p>If yes, what topic would you like to speak on?</p>	

**Please return this form to:**

Jeanette Wilson  
 PA to Corporate Leadership Team  
 North Norfolk District Council  
 Holt Road  
 Cromer  
 Norfolk  
 NR27 9EN

If you have any queries, please contact Jeanette on 01263 516185 or email [Greenbuild@north-norfolk.gov.uk](mailto:Greenbuild@north-norfolk.gov.uk)