



CLAN Gathering 2007

Market Place Terms and Conditions

The Vision of New Wine Scotland is to see the nation changed through Christians and churches being filled with the Spirit, alive with the joy of knowing and worshipping Jesus Christ, living out his Word, and doing the works of the Kingdom of God. Through the Holy Spirit, we seek fulfilment of this vision by means of:

- Summer conference
- Working with church leaders
- Training events to equip for life and ministry
- Providing resources

We welcome all organisations who are in sympathy with our vision and values and recognise the part the Market Place plays in our overall mission. The Market Place provides a place for interested delegates to browse through a wide range of resources, to find opportunities to serve, give and pray as well as having their vision of God's activity broadened, through many organisations serving throughout the world.

To read a full copy of our vision and values, please visit
www.new-wine-scotland.org

The Market Place is not an exhibition. It is an important resourcing area for practically equipping delegates who come to CLAN Gathering. Delegates take their time throughout the week to visit and re-visit all that is on offer. We therefore place a high value on a relaxed atmosphere and a friendly no-hassle approach.

LOCATION

This year, the Market Place will be sited in an additional span within the main conference tent known as “The Dwelling Place” and will share space which has been screened off from the main area, with Browsers Coffee Shop.

OPENING TIMES

Access to set up stall on Saturday 14th July: from 10.00am - 3.00pm
Open to conference delegates: from 3.00pm - 6.30pm
& 8.15pm - 9.30pm

Every day for the rest of the week: 8.30am - 9.30am
10.45am - 11.45am
1.00pm - 2.30pm
5.00pm - 6.30pm
8.15pm - 9.30pm

Access to take down stall from Fri 20th: 2.00pm - 5.00pm
Sat 21st 9.00am - 11.00am

COST & CONCESSIONS

The hire rate for the stances for display purposes, include one full time delegate fee per budget/standard stance entitling one representative to attend conference sessions when not occupied with their representational duties. Two delegate fees are included in the double stall booking. See current booking form for charges.

Concessionary rates may apply for small ministries with an annual turnover less than £25,000. Budget space 2m x 1.8m = £225. If applying for concessionary rate, please enclose your most recent annual financial statement to support your application.

STALL SPACE

For each stall, we will provide designated floor space only. Display stands are not provided. Tables and chairs and electrical points can be supplied at an additional cost if booked in advance.

All electrical equipment must have a current PAT certificate and comply with safety requirements. The total current of all electrical items must not exceed 13 amps. Kettles, irons are electrical items generating heat are not to be used.

Each display must be complete within the space booked and not reach a height of over 2.5 metres.

Banners are to be pre-approved by CLAN Gathering before the event begins and may be subject to an additional charge.

Displays requiring the use of audio equipment should include headphones to prevent noise intrusion into the neighbouring stands. For any other audio equipment, the express permission of the Market Place Co-ordinator will be required, *in advance* of use. His decision on sound levels will be final.

SALES

The Bookstall provided by St Andrews Bookshop Ltd, Hopkins Yard, Valley Road, Hughenden Valley, Buckinghamshire HP14 4LG, has the sole franchise for selling books and CD's during CLAN Gathering conference. Any products which are being sold by St Andrews Bookshop *cannot* be sold on your stand. To check if any of your products are already being sold, please e-mail: mail@standrewsbookshop.co.uk

An inventory of goods to be sold must be sent to CLAN Gathering for approval at least 28 days prior to the event. CLAN Gathering reserves the right to ask any organisation to refrain from selling any product which is deemed unsuitable.

The Market Place fees cover distribution of promotional material and sales of material directly identified with the ministry up to a retail value of £600 per stand for the week. *It is a condition of securing a place that credible evidence of income via your stall at CLAN Gathering is presented at the end of the conference.* This is for management purposes only and will be confidential. For commercial sales or ministry sales above that value, the cost of the stand will be negotiated with the Conference Manager or his deputy.

Please advise us when booking if your estimated sales are likely to be above £600.

STORAGE

Space booked does *not* include storage. If you require storage space, please incorporate this into your booking and stand design.

REPRESENTATIVES

Stallholders take full responsibility for their representatives whilst on site, and must ensure references are held for each representative whether paid or voluntary. All representatives must be 16 years of age or over. One representative must take full responsibility for the tidiness of the stand at all times, ensuring it is manned when delegates require assistance. All representatives must read a copy of these Terms and Conditions, man the stand at the times indicated and behave and dress appropriately for a family conference.

Assistant stallholders and additional helpers are required to pay the full time delegate fee per person, or day visitor rates if part-time. Additional booking forms should be completed in advance.

INSURANCE

Stallholders are required to have their own public liability insurance. CLAN Gathering cannot be held responsible for any damage, theft or loss of equipment, stock etc., from the Market Place, whether owned or loaned.

It is also the stallholder's responsibility to ensure all staff have personal effects cover. Whilst every effort will be made to secure the Market Place outside of opening hours, CLAN Gathering suggests that expensive items (e.g. laptops) are removed whilst the stand is not being manned. We also advise air-tight storage or moisture-proof covers to protect brochures, booklets and other susceptible items overnight.

SET-UP AND TAKE-DOWN

Display equipment may be delivered and assembled on site from 10.00am-3.00pm on Saturday 14th July. Stands *must* be completely set up by 3.00pm on this first day.

Take-down is from 2.00pm-5.00pm on Friday 20th July, alternatively on Saturday 21st July from 9.00am-11.00am. Any deviation from these times must have the approval of the Market Place Co-ordinator.

HOW TO APPLY

Please complete and return the application form, along with a cheque for the full fee, to CLAN Gathering, PO Box 11458, Fraserburgh, Aberdeenshire AB43 6RN, by the 1st June 2007.

If you have not participated in CLAN Gathering Market Place before, please send details of your ministry to support your application. Applications will be accepted or denied within 28 days of receipt. Space is allocated on a first-come, first-served basis. In the event of space being denied, the full fee will be returned.

CANCELLATIONS

All cancellations must be received in writing. Cancellations within two months of the event will forfeit 50% of the cost of the space. Cancellations received within one month of the event start date will forfeit 100% of the cost of the space.

CLAN Gathering 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.

CONTACT

The Market Place Co-ordinator is Mr George Carratt and can be contacted on:
e-mail: gkcarratt@tesco.net tel: 01592 745 160

