



# CREATION FEST

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INFORMATION FOR  
EXHIBITORS

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2019





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.

Our aim is to put on a brilliant, free, fun festival that brings Christians closer to Jesus, and that is attractive to those who don't know God, or who are on the fringes of the church community.

We are 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.

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For any additional information about exhibiting at Creation Fest, please contact [exhibition@creationfest.org.uk](mailto:exhibition@creationfest.org.uk) or telephone 0844 8794 730.

To book, please complete the online booking form at: [www.creationfest.org.uk/contact.asp](http://www.creationfest.org.uk/contact.asp)

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## STAND INFORMATION

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### 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. 3m x 2m with no walls/sides. **£300. + VAT**

*Photos of the shell scheme are available at [www.aimexhibition.co.uk](http://www.aimexhibition.co.uk)*

All stands include:

- One Table (6ft)
- Two Chairs

*Additional tables and chairs are available at a cost of £5 per table and £2 per chair + VAT*

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





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## GENERAL INFORMATION

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### Dates and Times

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

**Saturday, 3 August, 12Noon - 10PM**  
**Sunday, 4 August to Friday, 9 August,**  
**10AM - 10PM**

Exhibitors who are selling merchandise must man their stalls from 12Noon 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, 2 August.**

**The Exhibition area will close at 10PM on Friday, 9 August. All stands must be packed down and the Exhibition area clear by midnight on Friday, 9 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. Unfortunately, we are unable to offer a meal deal option for this year's festival.

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## ADVERTISING OPPORTUNITIES

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

- 1. Programme:** 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. **£200 + VAT**  
*All ads should be received in print-ready format by 30 May 2019*
- 2. In-Venue screens:** 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. **£200 + VAT**  
*Screen images to be received by 30 May 2019*
- 3. Fence Branding:** These large-scale panels are a powerful advertising tool. With guests exploring every area of site, branded panels located in areas of high footfall are a sure way of getting noticed. **£200. + VAT**  
*An easily fixable banner/sign (no larger than 3.25m wide x 1.75m high) to be supplied. A representative image should be emailed by 30 May 2019 and delivery to site arranged for 29 July 2019*
- 4. Short Chat:** A **free** opportunity to tell our guests a bit about you in a limited number of 15 minute 'short chats' in the Big Shed Cafe. Please contact, [offices@creationfest.org.uk](mailto:offices@creationfest.org.uk) for more information or to book this. **Free of Charge**

**Special Offer: Book all three options for £500 + VAT**





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## TERMS AND CONDITIONS

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Exhibition stands must be set up by 12Noon on **Saturday, 3 August 2019** and packed don by midnight on **Friday, 9 August 2019**. 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 2019** 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. A copy of the insurance must be emailed to [exhibition@creationfest.org.uk](mailto:exhibition@creationfest.org.uk) by **1 July 2019**. 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 ect.) 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.