

### SKELTON HORTICULTURAL & AGRICULTURAL SOCIETY

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### 2025-27 PUBLIC BAR TENDER DETAILS

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- The Show runs from 7am – 7pm on **Saturday 5 July 2025** being the first Saturday in July.
- **This tender will be run for three years 2025-27 inclusive at a fixed annual fee**
- The bar would be expected to open from 11am with last orders at 7.30pm to allow a smooth transition to the Young Farmers disco which is held in the Food Hall from 8pm
- Alcohol must only be sold to people 18 years of age and over with proof of age ID checks
- To enhance the customer experience and revenue, we would welcome you organising live music between 5pm and 7:45pm. By agreement the Society are willing to contribute to such costs
- The estimated total attendance at the show varies between 4,000 and 9,000 people (depending on the weather) and to share risk tenders are sought relative to attendance.
- Must have own public liability insurance of £5m.
- Payment relative to attendance, should be made immediately after show day.
- Water is available on site but will not be piped to the bar tent.
- Toilets will be provided by the Society adjacent to the bar tent and serviced during opening hours.
- A silent generator should be provided by the successful tenderer for their electricity needs.
- Some exhibitors in the food hall and trade stands may also provide alcoholic drinks. The Presidents has a separate complimentary ringside bar for show sponsors, judges and committee.
- Whilst wifi may be available on site we cannot guarantee reliability so caterers should have their own means of taking electronic payment
- The bar will be sited near to a hardcore road most likely by the church as directed by the Society.
- No successful tender holder can be a Skelton show committee member or official because of the potential conflict of interest.
- We reserve the right to withdraw from the contract should any breach to the tender conditions occur.
- In the event of the Show not being held or being abandoned for any reason whatsoever, no liability will attach to the Society in respect of persons whose Tenders have been accepted, beyond that of returning any such deposits which have been paid to the Committee in respect of such Tender.

### WHAT WE WANT

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- We are looking for **one** public bar providing a good range of both alcoholic and non alcoholic drinks. These should include draft lager and bitter, a good range of spirits, wines and mixers and a selection of soft drinks that offers good variety at reasonable prices.
- You will be responsible for organising and paying for your own TENs or Premises licences as required by Westmorland and Furness Council for both bar and music.
- The operator must provide all fittings and fixtures necessary to operate an efficient bar service which must be contained within a tent which the tenderer will also be required to provide. We suggest a minimum size of 75ft x 30ft. The society use Howards Marquees from Barnard Castle.
- Operators must tidy up during the day and leave the site as they found it free from litter. They will also be fully responsible for obtaining any other licenses required such as environmental health certificates.
- Full health and safety compliance including provision of your own suitable fire extinguishers on site. See website for details of the Societies Health and Safety policy.
- All drinks shall be served in plastic disposable glasses with adequate waste bins provided by the operator. These may be emptied into the skip provided by the society at the main gate.
- Sufficient personnel to keep queuing to a minimum. It is difficult to predict demand for drinks, but there should be flexibility to respond to demand.
- The provider will be responsible for arranging their own security guards (we suggest 2 No. from 4pm to 8pm)
- Final choice will be based upon the tender offer, quality and selling prices submitted and the Societies decision will be final.

### WHAT WE NEED FROM YOU

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- A list of drinks available WITH prices to be charged on show day
- A photo of your bar and details of previous events that you have catered for including two referees with full contact details.
- Any further details that you think we should have such as any sponsorship offered, local purchasing policy, staffing levels, policy to avoid underage drinking etc.
- Agreement to organise Live Music/staging etc. with an estimate of costs and % you are willing to contribute
- The area required (in metres, frontage and depth) we expect all non essential vehicles to be removed to the trade stand car park
- Details of your security arrangements
- Details of any signage, tables and chairs, umbrellas and bins you are able to provide to enhance the experience/atmosphere.
- The sum of money you are prepared to offer the Society each year for this concession by completing all of and signing the attached pricing schedule.
- If the tender is accepted copy documents will be required showing public liability insurance, licences and any necessary public health and hygiene certificates.

### LOCATION OF THE SHOW

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- The show is held at the Old Park Hutton in the Forest CA119TH just north of Penrith in Cumbria on the B5305 3 miles north west of M6 Junction 41.
- The field is easily accessible with the benefit of hardcore roads.
- This traditional agricultural show has a good reputation and offers something for all the family.
- Further details of the show can be found on our website [www.skeltonshow.com](http://www.skeltonshow.com)

### PRICING SCHEDULE

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Please complete and return the attached tender form and required details to arrive **by 22 November 2024**. Acceptance by the society within 30 days will constitute a binding contract between us. Please note that the society is **not** VAT registered.

When pricing the schedule please provide full details requested above.

To share risk, we are inviting a range of prices relative to the actual attendance as calculated from number of exhibitors, officials and admission fees. **PLEASE ENSURE PRICES ARE QUOTED FOR ALL ATTENDANCE BANDS**. Please note the actual fee payable each year will be the total quoted within the particular attendance bands. The fee quoted should be paid immediately after show day relative to notification of final attendance numbers.

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### SKELTON HORTICULTURAL & AGRICULTURAL SOCIETY

PLEASE RETURN TO : Nina Oxley, 2 Chapelfields, Skelton, PENRITH CA119TB

Telephone 01768 484050 Email: [nina.oxley@skeltonshow.com](mailto:nina.oxley@skeltonshow.com)

RETURN NO LATER THAN 22 NOVEMBER 2024

### PUBLIC BAR TENDER FORM FOR SAT 5 JULY 2025 -2027 INCLUSIVE

RETURN THIS FORM WITH FULL DETAILS REQUESTED ABOVE

Company Name .....Contact Name.....

Address .....

.....'Post Code .....

Telephone No ..... Mobile No .....

Email address .....Website.....

UNIT REF. NO	DESCRIPTION	TOTAL TENDERED BY ATTENDANCE BANDS EACH YEAR FOR NEXT THREE in whole £'s			
		UP TO 4000	4001 TO 6000	6001 TO 8000	OVER 8000
1	Provision of public bar				

### COMPLETE ALL ABOVE BANDS

Having examined the requirements of the society we tender the above amounts and attach the required details. We acknowledge that the society is not bound to accept any tender and may chose from the range of facilities offered. We note that the Society is not VAT registered.

We agree to organise live music as agreed with the Society and would contribute .....% of such costs.

We accept that total payment will be based up actual attendance as calculated from number of exhibitors, officials and admission fees and that the total fee payable within 7 days of the show, will be the total quoted within the particular attendance band above. Once accepted this submission will form a binding contract with the Show Society.

If successful we also undertake to provide the required licence, health, safety and hygiene documentation by 1 May 2025.

Signed ..... on behalf of .....

Date .....

VERSION 2 final