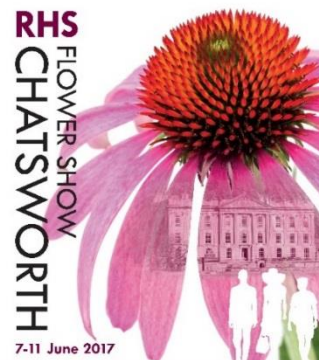




Sharing the best in Gardening



RHS CHATSWORTH FLOWER SHOW 2017

Wednesday 7 June – Sunday 11 June

WELL DRESSING FACTSHEET

Before completing your application pack, please read through this document. It explains:

- What happens next
- Key contacts
- Theme
- Regulations
- Prize
- Visiting the show
- Terms & Conditions
- Environmental responsibility

WHAT HAPPENS NEXT

Applications must be received no later than 30 January 2017. Your completed application along with a colour photograph or drawing of your well-dressing entry will then be reviewed. A total of five entries will be selected to receive funding towards materials and transport to the show. The selected entries will be asked to return a signed attendance letter in February and complete a risk assessment by April 2017.

Each participating group will be invited to attend the show on Press/Preview day Tuesday 6th June. As the show will be relatively free of people, it will be a wonderful opportunity to look around without the crowds.

Well-dressings will be on display for the whole of show week. During this time visitors to the show will be able to vote for their favourite. The winning well dressing will receive an RHS engraved trophy.

After the show well-dressings will be available for collection on Tuesday 13 June.

KEY CONTACTS

Shows Department general telephone: 020 3176 5800

Show development and enquiries



Show Manager: Jenny Jenner
Tel: 020 7821 3128
E: jennyjenner@rhs.org.uk



Deputy Show Manager: Liz Patterson
Tel: 0207 821 3198
E: elizabethpatterson@rhs.org.uk

Application forms, contact details, wristbands and passes



Exhibitor Services Coordinator: Anna Skibniewski-Ball
T: 020 7821 3362
E: exhibitorapplications@rhs.org.uk /
annaskibniewskiball@rhs.org.uk

Technical details, operations and health and safety



Operations Manager: Amy Foster
T: 020 7821 3665
E: amyfoster@rhs.org.uk



Deputy Operations Manager: Olivia Boswell
T: 020 7821 3344
E: oliviaboswell@rhs.org.uk

Press Office

T: 020 7821 3043
E: showspr@rhs.org.uk

Marketing Office

T: 020 7821 3036
E: showsmarketing@rhs.org.uk

Accounts Office

T: 01483 479743
F: 01483 212399

Shows Health & Safety

T: 020 7821 3087
E: showshs@rhs.org.uk

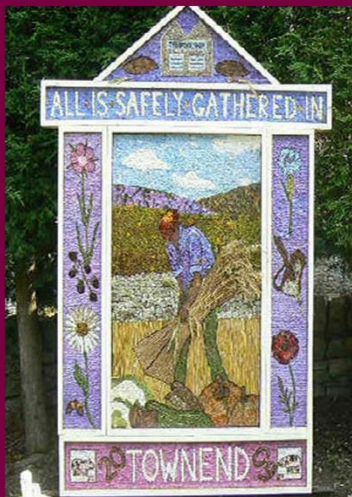
SHOW IDENTITY

The first RHS Chatsworth Flower Show celebrates ‘Design Revolutionaries’ and takes this as its overarching theme.

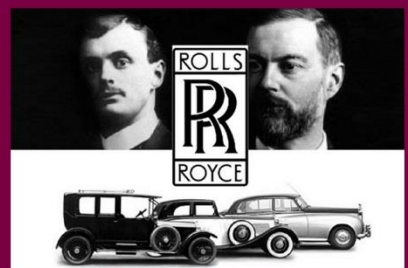
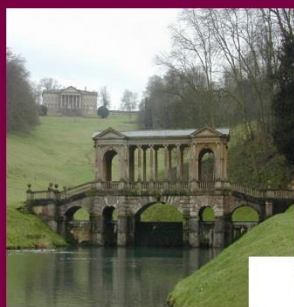
Through the ages Chatsworth has attracted revolutionary thinkers who have made their mark. William Talman, Joseph Paxton and ‘Capability’ Brown are among those who shaped the house, gardens and landscape as we know them today. Contemporary designers and architects such as Dan Pearson, Thomas Heatherwick and Tom Stuart-Smith carry on the movement, keeping Chatsworth relevant and continuing the association with today’s design revolutionaries.

WELL DRESSING THEME ‘DESIGN REVOLUTIONARIES’

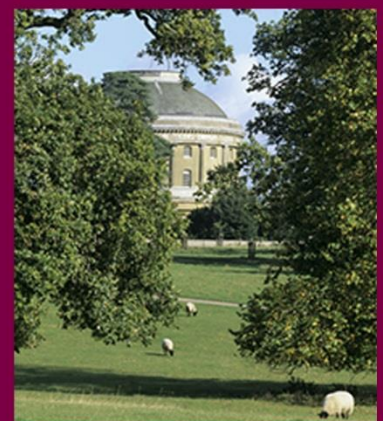
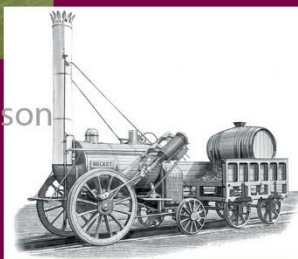
We are asking Well Dressing groups to theme their entries around ‘Design Revolutionaries’ which can be across all design disciplines. We especially welcome those with a local slant to the theme.



‘Capability’ Brown



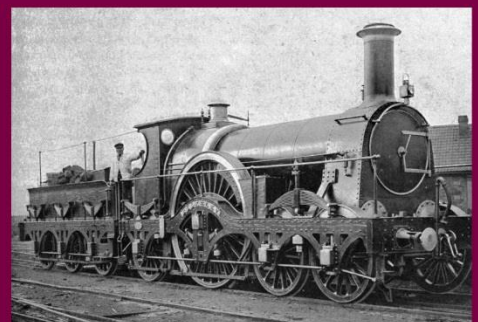
‘George Stephenson



Vivienne Westward



Joseph Paxton



Isambard Kingdom Brunel

REGULATIONS

PARTICIPATION

- Entries are welcomed from all local well dressing groups, with a maximum total of five participating groups selected to exhibit.
- No charge is made for entering the competition.
- Each participating group will receive £600 in funding towards the making of the frame, materials and transport to the show.

WELL DRESSING

- 90 % of the well dressing must be made from plant material (excluding the frame). This includes seeds, petals etc.
- Fixings of exhibits will be confirmed by the RHS in February 2017. Provision for this should be considered when constructing the frame.
- Imitation plant material should not be used. For example silk flowers, plastic leaves etc.

STAGING

- The minimum size of the well dressing frame is 1m wide x 1.5m high. There is no maximum size however groups should consider ease of transportation and maneuvering in to position at the show when considering this.
- Each group is responsible for bringing their well dressing exhibit to the show on either Sunday 4th or Monday 5th June pm. Please let the show team know which day is preferable. Please note only adults over the age of 16 will be allowed access during show build due to Health & Safety reasons *.

**If you foresee any problems in getting your exhibit to the show, please contact the show department as soon as possible.*

COLLECTION

- Well dressing exhibits will be available for collection on Tuesday 13 June between 13:00 – 18:00. If you foresee any problems collecting on this day please contact a member of the shows team.

RISK ASSESSMENTS

- After acceptance into the show each well dressing group will be required to submit a risk assessment to the RHS regarding bringing their exhibit to the show. The RHS will provide guidelines and an example risk assessment with the attendance confirmation. Passes to access the show will only be issued once the risk assessment has been received.

PRIZE

- Visitors will vote for their favorite well dressing, with the winning well dressing receiving an engraved RHS trophy.
- Votes will be counted on Sunday 11th June at 12pm and announced on the Artisan Kitchen Garden Stage at 13:40 and results posted on the RHS website.

VISITING THE SHOW

- A maximum of 10 passes will be provided per well dressing group to access the show on Press/Preview day Tuesday 6th June.
- If friends and family would also like to come to the show during public open days then tickets can be purchased online at www.rhs.org.uk or by calling 0844 338 7505.

TERMS & CONDITIONS

In these regulations, the following words shall have the meaning ascribed to them below:

‘Public’ shall mean and include members of the general public, members of the Society, officers of the Society, exhibitors, their employees, contractors, agents and all other persons attending the Show.

‘Exhibitor’ shall mean and include any person, business or company or other body making an application for space in accordance with these Regulations.

Where the context so admits, references in these Regulations to the singular shall include the plural. Where more than one person, business, company or body is understood by the term exhibitor, any liability imposed on the exhibitor by these Regulations shall be a joint and several liability on those people’s businesses, companies and bodies.

Acceptance of entries

The Royal Horticultural Society (RHS) adopts a good faith approach in assessing all applications for space and subsequently in monitoring the conduct and standard of exhibitors to whom space is allocated. However, whilst every effort is made to allocate space to exhibitors whom the Society regards as appropriate to the Show, matters may come to the attention of the Society after allocation which either they were not aware of at the time space was allocated to the particular exhibitor, or which have arisen since the time that space was allocated.

Accordingly, after acceptance and up to the Show, the Society reserves the right to cancel or amend any allocation of space if it considers the attendance of an exhibitor at the Show will be prejudicial to the interests of the general public, members of the Society or the good name of the Society. The RHS reserves, without limitation, the right to remove or alter exhibits and to refuse any application for space and in the event of any such refusal it is not required to give an explanation.

Acceptance of Regulations by exhibitors

Application for space by the exhibitor and/or the acceptance of space offered shall mean that the exhibitor agrees to observe and conform to the Rules and Regulations of the Show and to abide by the decisions of the Society in connection with the Show. It will be the responsibility of the exhibitor to ensure that contractors and any third party involved with their exhibit on site comply with these regulations.

Applications for space

Any person or organisation may apply for space to stage an exhibit at the Show. Applications must be made on the official application form. Forms and Regulations for each section are available from the RHS Shows Department. The return deadlines are printed on the application forms. Applications received after the deadline that are of a sufficiently high standard may be placed on a waiting list.

The RHS reserves the right to deny space at the Show to any exhibitor who has consistently failed to provide a high standard and quality of goods or services sold through the Show, or who has failed to adhere to the RHS regulations. The RHS may at its discretion pass information to other exhibition organisers concerning the conduct

of such exhibitors.

Cancellation of space

Exhibitors who have been allocated space but subsequently find that they are unable to exhibit must notify the Show Manager as soon as possible in writing. Exhibitors who cancel late or who neglect to send any notification may not be allocated space at subsequent RHS Shows. The RHS reserves the right to recover its reasonable expenses when exhibits are cancelled.

Exhibitors' liability & need for insurance

a. The exhibitor shall indemnify the RHS against and from any claim, damage, loss or expense in respect of personal injury, damage to property or any loss (whether caused by negligence or not) which may arise out of or is connected with or in consequences of the carrying out, completion or maintenance of the work, or which may arise from a breach by the exhibitor, their servants or agents (whether or not in the course of their employment or any of the provisions) of this document, provided nothing herein shall impose any liability upon the exhibitor for negligence on the part of the RHS or its servants or agents.

b. The exhibitor shall be liable for loss and/or damage to the workplace (which shall include work executed and all material intended for, delivered to a place on or near to the workplace) from any cause whatsoever.

c. The exhibitor shall insure their liabilities under clauses (a) and (b) above by the provision of:

- Public and Products Liability Insurance for a minimum of £3 million (For certain larger scale stands a minimum of £5 million may be required)
- Employers Liability Insurance (where the exhibitor has employees who are paid on PAYE working at the show)
- A copy of your insurance must be sent in with your Health and Safety Form 1 (to be supplied at a later date).

d. In connection with clause (c) above, the RHS's Insurers may request details of such insurances.

RHS Liabilities

The RHS carries third party insurance cover in respect of any such claim through its liability or negligence during the show including the build-up and breakdown periods.

Show cancellation and force majeure

If the Show is not held, or if the completion of the stand contractor's work is not completed through causes beyond the control of the RHS, then the allocation of space will be deemed to be null and void and a refund will only be made from monies paid direct to the Society. If the Show is partially closed through causes beyond the control of the RHS, no refunds will be made of monies paid directly to the RHS. You are strongly urged to take out insurance to cover the possibility that the Show may be cancelled in accordance with this provision.

ENVIRONMENTAL RESPONSIBILITY

The following regulations have been formulated in accordance with The Royal Horticultural Society's policies on conservation and the environment.

Restricted Materials

- **Surface-stripped limestone** pavement must not be used at any RHS Shows.
- **Peat** must not be used for staging or mulching purposes.
- Exhibitors are encouraged to minimise or exclude **peat** from plant production as much as possible.
- Timber treated with **creosote** should not be used at Shows. The European commission restricts the use of creosote-treated products. For more information see <http://www.hse.gov.uk/biocides/copr/creosote.htm>

Restricted Plants & Plant Regulations

The Society reserves the right to demand the removal of any plants or other materials which compromise the following RHS policies:

The Society reserves the right policy regarding the use or sale at RHS shows of non-native invasive plants, as detailed in Schedule 9 of the Wildlife & Countryside Act for England and Wales, can be found here

<https://rhs.org.uk/shows-events/pdf/restricted-plants-at-rhs-shows>

- The Society does not permit the use or sale of plants, moss, bulbs or corms which have been collected from the wild.
- The Society requires exhibitors to comply with CITES as implemented in the European Union and other conservation legislation designed to protect wild plants and their habitats. For more information see <http://www.cites.org/eng/disc/what.php>
- All plants entering the United Kingdom from outside the European Union (EU) will require a phytosanitary certificate and will be inspected prior to entry. Importers of consignments from outside the EU must notify the Plant Health and Seeds Inspectorate (PHSI) using the PEACH system (<http://ehmipeach.defra.gov.uk/>). There are also restrictions on the movements of some plants within the EU, for example imports of *Castanea* (sweet chestnut), *Fraxinus* (ash), *Platanus* (plane), *Quercus* (oak) and *Ulmus* (elm) are restricted into the UK (<http://www.fera.defra.gov.uk/plants/plantHealth/treeHealth/index.cfm>).

For more information see: <http://www.fera.defra.gov.uk/plants/plantHealth/imports/index.cfm> Tel: +44 (0) 1904 465625; Fax: +44 (0) 1904 465628; Email planthealth.Info@fera.gsi.gov.uk

Exhibitors are advised to familiarise themselves with current regulations regarding:

Agapanthus gall midge

<http://www.rhs.org.uk/advice/profile?pid=9001>

Ash dieback (*Chalara Fraxinea*)

<http://forestry.gov.uk/chalara>

Asian Longhorn beetle

Fuchsia Gall Mite (*Aculops fuchsiae*) <http://fera.co.uk/plantClinic/documents/factsheets/fuchsiaGallMite12.pdf>

Oak Processionary Moth (*Thaumetopoea processionea*)

<http://www.forestry.gov.uk/forestry/INFD-74CE39>

Phytophthora diseases including those caused by:

Phytophthora kernoviae:

<http://www.fera.defra.gov.uk/plants/publications/documents/factsheets/phytophthoraKernoviaeFactsheet.pdf>

Phytophthora lateralis:

<http://www.fera.defra.gov.uk/plants/publications/documents/factsheets/phytophthoraLateralis.pdf>

Phytophthora ramorum (Sudden oak death):

<http://www.fera.defra.gov.uk/plants/publications/documents/factsheets/phytophthoraRamorumFactsheet.pdf>

Information about further important pests and diseases can be found here:

<http://www.fera.defra.gov.uk/plants/plantHealth/pestsDiseases/index.cfm>

Harmful plants

Most plants do not present any hazard to humans and incidents in the United Kingdom are rare. Nevertheless it is the responsibility of exhibitors to ensure that risks are avoided, e.g. by positioning plants known to have skin or eye irritant qualities away from the front of a stand; and that controls are in place in case of an incident.

Potentially harmful plants must be clearly identified. For further details refer to the Code of Recommended Retail Practice Relating to the Labelling of Potentially Harmful Plants published by the Horticultural Trades Association. (http://www.kew.org/science/ecbot/HTA_code_list.pdf)

For more information see www.rhs.org.uk/Advice/Profile?PID=524.

Using & selling timber

Timber products brought to RHS Shows for sale or display must be proven to be from sustainable source. Exhibitors

must provide a copy of their own timber certificate or, if they do not hold certificates themselves, a valid certificate from their direct supplier accompanied by a recent invoice. All exhibitors are encouraged to use sustainably sourced timber in the construction and staging of exhibits. Independent audits are undertaken at RHS Shows to ensure exhibitors are complying with the policy.