



TERMS AND CONDITIONS EXHIBITORS 2024

Definitions and Interpretations:

“LIMITLESS”

The national children and youth ministry of Elim Churches, their staff and volunteers working on their behalf.

“EFGA”

Elim Foursquare Gospel Alliance. The legal charity name of Elim Churches. Their staff and volunteers working on their behalf.

“The Exhibitor”

Any company or person ordering display space at the event, their staff and volunteers.

THE CLOSING DATE FOR ALL APPLICATIONS TO BE PROCESSED IS:

**Closing deadline is
Wednesday 26th June 2024 00:01am**

1. Stand Application/Allocation

The Exhibitor must apply for a standby completing and returning the stand booking form to Limitless Festival through the online portal. Stands are assigned subject to availability. Limitless reserves the right at any time to re-arrange the stand layout or allocation and compensation will not be given.

Please note that your application is an offer from you, to Limitless, to participate in Limitless Festival. We are entitled to accept or decline this offer if we cannot accommodate you or if we feel that your organisation / planned activities are not suited to the event or do not fit with our values. In either situation, we will inform you and the decision of Limitless is final.

2. Programme Advertising

Artwork will only be entered into the programme after receiving full payment.

Applications for artwork being printed in the programme will advertise in both the printed and online downloadable versions of the programmes.

Options are either half page or full page of A5 sized programme.

All artwork is to be in Print ready PDF or EPS file format with a 3mm bleed.

**Artwork deadline is
Wednesday 1st May 2024 00:01am**

Any artwork deemed to be of an inappropriate nature, unhelpful images, or wording, shall be returned and asked for an updated version.

If agreement cannot be found on the appropriate material for your printed advertisement, the say of Limitless will be final and your payment shall be returned.

3. Payment

If your application is successful, an invoice will be issued for your quoted amount. You will have 28 days to pay the invoice in full.

After 28 days, Limitless reserves the right to add interest at the going rate. (Currently 8% + Bank of England base rate found here: <https://www.bankofengland.co.uk/boeapps/iadb/Repo.asp>. More information can be found at <https://www.gov.uk/late-commercial-payments-interest-debt-recovery/charging-interest-commercial-debt>.)

If full and final payment is not received within 40 days of issue of invoice, Limitless is entitled to terminate the application and no refund shall be due.

4. Cancellation

In the event of the Exhibitor giving written notice to Limitless of their intention to cancel or reduce their stand size or should they fail to occupy the space prior to the opening of the event, Limitless will have absolute discretion to deal with the display space as it thinks fit. In such instances, exhibitors shall be liable for the following cancellation.

50% of the fee will be forfeited.

From Wednesday 29th May 2024 00:01am

100% of the fee will be forfeited.

5. Change of Date or Venue/Event Cancellation

Limitless reserve the right at any time to change the date and/or venue of the event or to cancel it altogether if they deem it necessary due to events such as fire, acts of God, acts of war or violence, political unrest, labour disputes or any other cause beyond Limitless control. In such cases, the Exhibitor waives any and all claims they might have against Limitless for refunds, damages or expenses. In the event that the event is cancelled by Limitless for commercial reasons such as lack of support then all sums paid by the Exhibitor for the stand will be refunded. The Exhibitor agrees that under these circumstances they will have no further claims against Limitless.

6. Set-up of Exhibits

Exhibitors will be responsible for delivery, erection, staffing, dismantling and removal of their stand and any material associated with it. The safety of this area is the responsibility of the Exhibitor.

**Access to site can commence on
Friday 2nd August 2024 from 3:00pm.**

**All stands must be in place / ready by
Saturday 3rd August 2024 by 12:30pm.**

7. Opening times

Stands must be manned during all opening hours as set out in the festival timetable.

(Appendix 1)

8. Removal of Exhibits

**No exhibit can be dismantled, packed away
or removed before**

Wednesday 7th August 2024 at 11:00pm.

**The Exhibitor must ensure that
all equipment and materials are removed
from the premises by**

Thursday 8th August 2024 at 11:55am.

Failure to do so may render them liable for costs incurred in storing and handling the equipment and materials together with additional site rental costs imposed by the venue and/or their contractors.

9. Electrical Equipment

Any electrical equipment or appliances which the Exhibitor proposes to use requires a current Portable Appliance Test (P.A.T.) certificate.

**Pat certificates are required to be sent
electronically to events@limitlesslim.co.uk**

By Wednesday 26th June 2024 00:01am

Please bring copies of the certificates with you. Either electronically or a hard copy.

Any equipment not accompanied by a valid PAT certificate shall not be permitted to connect to the event power supply.

A power socket will be provided FOC on request. Each 13amp socket can run a maximum of 10 amps.

10. Fittings

All stands, fittings and materials which the Exhibitor proposes to use for the event must be fire-retardant in accordance with the appropriate legislation.

All copies of compliance and testing certificates, structural reports (if over 2m high) along with Risk Assessments and method statements must be submitted.

**Above documents are required to be sent
electronically to events@limitlesslim.co.uk**

By Wednesday 26th June 2024 00:01am

Please bring copies of certificates with you, including completed Risk Assessments.

You will be responsible for providing all chairs, tables, cloths, backdrops or display boards for your stand. All fittings should be of a high-quality professional standard.

The Exhibitor is not permitted to attach anything to the walls, floors, ceilings and other materials of the site.

11. Advertising and Intellectual Property

All articles, goods, advertisements, signs and any other materials displayed must comply with the law and be free from offensive or defamatory images, words or statements. They must not infringe any copyright, trademark, design, patent or other intellectual property right and must conform to any statutory provisions or regulations relating thereto. Furthermore, any images, words or statements deemed damaging to the Christian faith will not be accepted.

The use of the name or logo of Limitless and/or Limitless Festival or any other combination of the event/organisation name and/or brand/logo is prohibited on any merchandise and marketing material.

Limitless reserve the right to ask Exhibitors to remove anything from their stand which is not appropriately certified or which it deems unsuitable in its absolute discretion. Exhibitors will indemnify Limitless against all actions, costs, claims and demands in respect of any breach of the provisions of this clause. Exhibitors will immediately remove any item from their stand if requested to do so by a member of the event management team.

12. Restrictions

Unless Limitless has granted prior permission in writing no Exhibitor shall make or arrange any:

- announcements with a microphone
- activities/sales outside their pitch space
- publicised special appearances
- Sales or distribution for free of books, CD's or DVD's
- Use or sale of combustible items, including candles.

The Exhibitor must ensure that any sound coming from their stand is kept to a volume that does not cause any annoyance to other Exhibitors, venues, exhibitors or delegates. In case of any dispute, Limitless' decision is final.

No part or whole of any pitch may be sublet by the Exhibitor without the prior written permission of Limitless.

The Exhibitor agrees to only sell their approved items. These items must be agreed with Limitless prior to the event. Any additional items being sold which are not approved shall be removed.

13. Security & Insurance

The exhibition area is located in an open area with public access throughout the day. EFGA, Limitless or any subsidiaries and staff off, do not accept any responsibility for the security of your stand, equipment or stock.

We suggest you speak to your insurance broker about insurance for your property whilst at the event.

The Exhibitor is required to hold their own Public Liability insurance, with an Indemnity limit of at least £5,000,000 per claim.

The Exhibitor must also hold employer's liability insurance.

Public Liability / employer's liability are required to be sent electronically to events@limitlesselim.co.uk By Wednesday 26th June 2024 00:01am

A copy must be available on site. Failure to supply this documentation on demand will result in the termination of your booking.

14. Health & Safety

The safety of your stand, your staff and volunteers, yourself and members of the public visiting your stand is your responsibility.

Copies of Risk Assessments, Method Statements, Electrical safety certificates, structural reports for any stand over 2m high, Public Liability insurance and employers liability insurance must be submitted in advance of the event to events@limitlesselim.co.uk.

Above documents are required to be sent electronically to events@limitlesslim.co.uk By Wednesday 26th June 2024 00:01am

Copies must also be available on site whether electronically or a hard copy.

Failure to supply these documents on demand may result in the termination of your booking.

This list is not exhaustive of all documents that may be required for your stand. Each Exhibitor shall be checked individually depending on their activities.

15. Environment and Sustainability

Where possible and reasonable, Limitless requires all traders to source their goods from ethical or sustainable sources.

Single use plastics is prohibited.

16. Accommodation

You will be responsible for booking and payment of your accommodation for the duration of the event. It is recommended that you do not book accommodation until your application has been accepted.

Camping on site is available upon request. Limitless will not supply tents, sleeping bags or any other camping equipment.

Limitless accepts no liability for items lost or stolen whilst camping on the event site.

17. Human Access to the event

With your successful application, you will receive 2 passes for Limitless Festival subject to the application being submitted before the closing date.

Additional passes can be requested at the time of booking and will be added to the invoice.

We will require the name and contact details of all your staff coming on-site. This is for the safeguarding of our delegates. The information will be held securely in line with our privacy and data policies and will only be used in the case of an emergency or incident.

All passes are non-transferable. If staff changes are to be required, please register your new attendee with your event contact.

18. Catering

Catering is available for exhibitors. This is at an additional cost and is available to book at the time of application.

This will include 3 meals a day and will be available from Limitless Festival Team Catering.

Whilst we aim to cater for a variety of dietary requirements, there are some that we cannot cater for. If this is the case, we will let you know at the time of application.

Fees for this will be added to your booking and invoiced appropriately.

19. Vehicle Access to the event

During Limitless Festival, vehicle movement is minimal on site. The main gate is 170m from the exhibition area.

Please be aware when the main gates are open and close – see ([Appendix 1](#)).

Set up: Vehicles are allowed on site from Friday 2nd August | Festival Day 0 at 3:00pm, then must be in main car park by Friday 2nd August | Festival Day 0 at 6:30pm.

No vehicles are allowed on site on Saturday 3rd August | Festival Day 1. Due to delegate arrival day and heavy pedestrian use around the venue.

Pack down: Vehicles can be moved to exhibition car park on Wednesday 7th August / Festival Day 5 from 7:15pm to 8:45pm (during main celebration meeting). Then they can move again from 11:59pm.

Deliveries: Please arrange these with the Exhibition Manager onsite.

No vehicles are allowed on site outside of these hours and all Exhibitors must park their vehicles in the car park. Any vehicles on site, not displaying a valid permit, may be clamped.

20. Accessibility

At Limitless Festival we are dedicated to making our event as accessible as possible. As such, please make sure your stall is accessible for people with additional needs such as wheelchair users and people with impaired sight and hearing.

Please see [Appendix 2](#) for more information and guidance.

21. Contraband Products

The sale or distribution of Alcohol, illegal drugs, legal highs, cigarettes or anything else unauthorised shall incur the immediate termination of your contract and you will be asked to leave the event immediately.

If the Limitless Event Managers see it necessary, relevant legal actions will be taken.

The decision of the Limitless Event Leader and/or Limitless Director is final.

22. Conduct

Limitless Festival is a Christian conference for young people mainly aged between 11 & 17. Therefore, the consumption of alcohol, illegal drugs, legal highs, hallucinogens or any other paraphernalia may lead to that person being asked to leave the site.

Furthermore, the protection of our delegates is foremost. Therefore, constant inappropriate language, constant innuendos, excessive interest in a delegate that could be deemed as inappropriate, harassing or sexual or any other sexual conduct with a delegate is strictly prohibited and will result in the immediate dismissal of the offending person.

Alcohol, drugs and legal highs are strictly prohibited on site. The presence and/or use of them will result in dismissal.

Any cost incurred by the dismissal of an Exhibitor's staff/volunteer will be the Exhibitors liability and Limitless or any subsidiary of staff thereof accept no liability.

Furthermore, If the activity is deemed illegal and/or is conflicting with Limitless Festival's

safeguarding policy, the activity will be reported to the relevant authorities.

23. Disputes or Breach of Terms and Conditions

In matters of dispute, the authority and decisions of the Limitless Events Manager, Limitless Director, or their representatives, are final and binding.

If the Exhibitor is in breach of any of the Terms and Conditions contained herein, LIMITLESS reserves the right, without notice to the Exhibitor, to offer the pitch to another organisation or use it in any manner it deems fit. This shall not be construed as affecting the responsibility of the Exhibitor to pay the full amount specified by the contract.

24. Jurisdiction, Governing Law and Dispute Resolution

The conditions of this agreement are governed by and construed in accordance with the law of England and Wales.

Unless any alternative dispute resolution procedure is agreed upon between the parties, the parties agree to submit to the exclusive jurisdiction of the Courts of England and Wales in respect of any dispute which arises out of or under this Agreement.

If any provision of this agreement (or any part of any provision) is found by a court or other authority or competent jurisdiction to be illegal, invalid or unenforceable, that provision or part-provision shall, to the extent required, be deemed not to form part of this agreement and the validity and enforceability of the other provisions of this agreement shall not be affected.

For event details or to apply, go to www.limitlessfestival.co.uk

For concessions information or for general enquiries please contact:

01684 588943 / events@limitlesselim.co.uk

Elim Foursquare Gospel Alliance Registered Charity No.

251549 (England & Wales) SCO37754 (Scotland)

APPENDIX 1

Festival Timetable (Subject to alterations and change)

Gates to the site are open from 7:00am - Midnight.

Friday 2 nd August Festival Day 0	
3:00pm – 6:30pm	Exhibitor arrival & set up. <ul style="list-style-type: none"> Vehicles are allowed by The Warehouse
7:00pm	ALL TEAM / SITE MEETING
Saturday 3 rd August Festival Day 1	
7:30am – 9:00am	<i>Breakfast - First meal for those with a MEAL PASS.</i>
9:00am – 3:00pm	Exhibitor set up. <ul style="list-style-type: none"> Delegates on site from 10:00am. Stand to be ready by 12:30pm.
12:00pm – 2:00pm	<i>Lunch</i>
1:00pm – 5:00pm	OPEN for the first time!
4:30pm – 6:30pm	<i>Dinner</i>
7:00pm – 9:00pm	First Main Celebration Meeting! ¹
9:00pm – 11:00pm	OPEN
Sunday 4 th – Wednesday 7 th August Festival Day 2 to Day 5	
7:30am – 9:00am	<i>Breakfast</i>
10:00am – 12:00pm	Main Celebration Meetings!
12:00pm – 5:00pm	OPEN
12:00pm – 2:00pm	<i>Lunch</i>
4:30pm – 6:30pm	<i>Dinner</i>
7:00pm – 9:00pm	Main Celebration Meetings! ²
9:00pm to 11:00pm	OPEN ³
Thursday 8 th August Festival Day 6	
7:30am – 9:00am	<i>Breakfast - Last meal for those with a MEAL PASS.</i>
9:00am – 11:55am	Pack down & leave <ul style="list-style-type: none"> Delegates off site by 10:00am.
11:55am	Exhibitor Hall Clear

[See main programme for other festival timings]

¹ Vehicles must be parked in the main car park by Friday 2nd August / Festival Day 0 at 6:30pm

² Vehicles can be moved to exhibition car park on Wednesday 7th August / Festival Day 5 from 7:15pm to 8:45pm.

³ Pack down is from Wednesday 7th August / Festival Day 5 from 11:00pm.

APPENDIX 2

ACCESS GUIDANCE FOR TRADERS

Limitless Festival is committed to making the event as accessible as possible.

We now have attendees with additional needs such as wheelchairs, impaired sight and impaired hearing.

It is essential that all traders on site consider access to their services in order to provide the best possible service. The following guidance covers a range of topics that we ask you to consider and to make plans for accordingly.

Access routes:

- Any created route (i.e. barrier-surrounded queue system) must be a minimum of 1.2m wide in order to allow for access by wheelchair users.
- No unnecessary barriers or ground surfaces (i.e. steps or cargo pallets) should be added to access routes that might impact access for people with mobility or sensory impairments.
- All access routes should be clearly sign-posted as appropriate. Dedicated accessible entrances/routes should be marked with the universal wheelchair symbol.
- Any constructed ramp should be a minimum of 1:12 in gradient.

Bars and Counters

- All traders that provide level or ramped access to a bar or counter should have a lowered section when the planned bar or counter is higher than 850mm. If a lowered bar or counter is not practical or safe, an adjustment should be made to enable people to view price lists and place orders easily. In practice, this might involve having staff able to take orders directly by coming in front of the bar or counter, taking money, and returning with drinks and change.
- The surface of any lowered counter section should be raised no more than 850mm from floor level.
- Where possible a recess should be included beneath the lowered counter section to allow users of wheelchairs to wheel right up to it.
- Any recess underneath a counter should be:
 - Height from floor level: 700-750mm
 - Width: at least 600mm
 - Depth underneath counter: 400-500mm
- All lowered bars/ counters should be positioned at the ends of bars and counters.

Assistance with Customer Choice

- Where drinks, food or merchandise lists are able to be provided, please ensure that you have black print on white background, laminated, large print (min. 18pt) menus available and/or on the bar or counter.
- Please consider that where appropriate, picture-based menus make choosing items far more accessible for some people on site.

For further information and advice on the festivals access facilities for festival goers with additional needs, please contact – events@limitlesslim.co.uk