



Book your place before 31 December 2021
TO RECEIVE EARLY BIRD RATE (2019 PRICES)

9 & 10 MARCH 2022

EXHIBITOR BOOKING FORM



The Norfolk Skills and Careers Festival is an interactive event at the Norfolk Showground aimed at 14-24 year olds to help inspire them for their future career and to demonstrate the various options available.

The event will be open on:
Wednesday 9 March between 9:30am and 3:30pm
Thursday 10 March between 9:30am and 1:30pm

The festival is promoted by the Royal Norfolk Agricultural Association, Norfolk County Council, City College Norwich, Beacon East, Norwich School, Norfolk Chamber of Commerce, New Anglia Local Enterprise Partnership and a number of other partners. Our grateful thanks also go to our kind sponsors for their generous support. Sponsorship opportunities are still available so please do contact us if you would like to discuss the opportunities available to promote your organisation further.

To book your stand please complete all sections below and email norfolkskills@rnaa.org.uk.
If you require any further details please contact Fearn Ainsworth on 01603 731 967

The Festival will be structured around a number of key employment sectors which are relevant to our region.

Namely:

- Energy
- Advanced Manufacturing and Engineering
- Digital, ICT and Creative
- Financial and Business Services
- Leisure, Tourism and Culture
- Food and Farming
- Science and Innovation
- Health and Social Care
- Construction and Logistics
- Education and Training
- Retail and Enterprise
- Public Services
- Careers Advice
- Aviation

Exhibitor Name:		Address:	
Contact Name:			
Tel:	Mobile (for day of visit):		
Email Address:			
Website Address:		Facebook/Twitter:	

You MUST provide interactive, educational activities as part of your stand. Please provide details of these activities taking place on your stand below.

Please tick which employment sector(s) your exhibit falls into. This is the sector which your stand will be identified as on the colour coded event map:

SECTOR	TICK
Energy	
Advanced Manufacturing and Engineering	
Digital, ICT and Creative	
Financial and Business Services	
Leisure, Tourism and Culture	
Food and Farming	
Careers Advice	

Aviation	
Science and Innovation	
Health and Social Care	
Construction and Logistics	
Education and Training	
Public Services	
Retail and Enterprise	

Exhibition Stands are based on a 3m (w) x 2m (d) booth, located inside the Norfolk Showground Arena.

Double stands can be booked if you require a larger space and space only stands are also available both inside and outside the venue.

Please discuss your requirements with our team if you need any further information.

Furniture and electricity can also be booked using this form. Stands include two 13amp electric sockets, for any other electrical requirements please contact Fearn Ainsworth at norfolkskills@rnaa.org.uk.

Multiway power leads are not permitted.

STAND SIZE REQUIRED	EARLY BIRD PRICE	PRICE	TICK	TOTAL PRICE
3m (w) x 2m (d) Booth Inside	£350 +VAT	£385 +VAT		£
6m (w) x 2m (d) Booth Inside	£625 +VAT	£688 +VAT		£
Space Only Inside	POA	£300 +VAT		£
Space Only Outside		£250 +VAT		£
			Subtotal	£
			VAT	£
			Total	£

	WEDNESDAY 9 March	THURSDAY 10 March
No. of people working on your stand		

SERVICES /EQUIPMENT	PRICE	NO. REQUIRED	TOTAL PRICE
6ft Trestle Table (excludes linen)	£5 +VAT		£
Samsonite folding chair	£3 +VAT		£
		Subtotal	£
		VAT	£
		Total	£

Risk Assessment and Public Liability

Exhibitors are required to supply a Risk Assessment for the activities to take place on their stand and also a copy of your Public Liability Insurance Certificate.

Please supply copies of these documents either with this form or email by 1 March 2022.

Payment

- Please make cheques payable to Norfolk Showground Limited
- Please call to pay by credit/debit card
- Our bank details for BACS payments: Sort Code 30-96-17 Account Number 61034660 Please use NSCF and your company name as a reference
- Please tick the box if you require an invoice

On behalf of the person(s) names overleaf, I confirm the intention to occupy the stand space for the purpose indicated and that I have read and understood the contents of the Exhibitor Manual and will share the information with other members of the organisation who will be attending the event.

Name	Signature	Position	Date