



Rural Crafts & Shopping – Checklist

Deadline is 7th of March 2020

Please ensure you have included all the following with your application as any omissions may delay the application process:

- 👍 **Completed application form** with requirements clearly marked
- 👍 **Copy of Public Liability Insurance** – *even if falls out of date before the Show although will need an updated copy before the Show date if this is the case*
- 👍 **Completed Risk Assessment form** with at least 2 examples – *please see the back of the form for guidance notes*
- 👍 **Full payment by cheque** made payable to “Essex Young Farmers Clubs” – *this is only banked once we have advised you if you have been successful and returned if not*
- 👍 **Photograph of your stand** so we can see the type of product you are selling
- 👍 **Any information regarding your organisation/company and/or product** is always useful although not obligatory!

Thank you and we look forward to receiving your application pack.