

## Swallowfield Horse Show Entry Form

### Sunday 26<sup>th</sup> and Monday 27<sup>th</sup> August 2018

Class Number	Rider	Horse	Other Details (riders age/horse height if required for class)	Fee
			<b>Total</b>	

**Entries close on Monday 20th August.**

**Entry Fees: £10.00 PER CLASS UNLESS STATED OTHERWISE ON THE SCHEDULE**

**Entries made on the day must be paid in cash and a late entry fee of £2 per class will be charged.**

**LIMITED LATE ENTRIES FOR DRESSAGE DEPENDING ON CLASS SIZE**

For Class 8 Pairs Relay Jumping please enter other rider/horse combination in Other Details.

Late entry to jumping classes will close 15 minutes after the class start time.

**Payment to accompany entry form if posted. Cheques payable to Swallowfield Horticultural Society.**

**Entries can be made on line via the Swallowfield Horticultural Show website:**

**[www.swallowfieldshow.co.uk/horse-show/](http://www.swallowfieldshow.co.uk/horse-show/)**

Please return entry form to:

Sandra Berry  
32 Minstead Drive  
Yateley  
Hampshire  
GU46 6EH

Swallowfield Horticultural Society accepts no responsibility for loss or damage to persons or property whilst on the showground. On behalf of the named, I confirm that I/we will abide by the Swallowfield Horticultural Society rules and regulations and accept the Horse Show Rules which are printed on the Horse Show Schedule. I confirm that I have suitable third party insurance.

Signed:..... Date:.....

Name:.....

Address:.....

.....

.....

Contact No:..... Email:.....

We would like to use your email address to contact you. Please tick if you don't wish to be contacted:

# Short form Manual

## **Swallowfield Horticultural Society's Policy**

The Swallowfield Horticultural Society's (SHS) SHE Management System provides a full statement of its policy for Health Safety and the Environment. Please read this short form précis in conjunction with the full system which is readily available on request and published on the Society's web site.

Everyone on the show site is expected to act responsibly and to support the objective of ensuring that SHS's activities are conducted in accordance with the Law, SHS's Policy and the requirements of the SHE Management System.

## **Insurance and HS&E Policies**

The Society expects that all Traders and Suppliers will have adequate third-party insurance and anticipates that all Traders and Suppliers will have carried out their own risk assessments leading to their own Health, Safety and Environment Policy. Prior to the event, Traders and Suppliers will confirm that they have adequate insurance and are asked to provide details of their standards and approach to Health, Safety and the Environment.

## **How to Report an Incident**

The Society has implemented procedures that cover major and minor incidents. Both procedures will be initiated by the Society's Safety Officer at the Showground Headquarters.

If you discover anything that you consider to be a danger to the Health or Safety of individuals or the Environment, please contact the Showground Headquarters immediately.

## **Fire**

If you discover a fire, evacuate the local area and contact the Showground Headquarters immediately. The Showground Headquarters will be clearly marked

## **First Aid**

If you require medical assistance, contact either the Show first aiders or the Showground Headquarters.

First aiders will be located in a prominent position.

## **Speed Limit**

All vehicles must not exceed 10 mph whilst on the Showground or in the Car Parks.

After 9.00 am all vehicles must not exceed 5 mph on the Showground.

## **Vehicle Access and Parking**

Please park your vehicle in the Car Park or in accordance with instructions which will be provided.

Emergency clearways between marquees and entertainment areas must be kept clear at all times.

Traders and suppliers are asked to maintain the separation areas "adjacent to" or behind their pitches. This is required for emergency vehicle access.

## **Waste**

Please remove all waste from the site before you leave.