

Made in Yorkshire Show Programme 2012

Questionnaire to be completed by ALL new Exhibitors & those wishing to up date their details.

New applications for registration & access to the Made in Yorkshire Show Programme will only be considered if this questionnaire is completed & returned together with samples of recent work plus two photographs which will be retained on file. Ideally the photographs will be one of you at work & one of your finished product/s. Where there is any doubt as to the suitability of a business or if samples are too large to send an assessment, a visit can be arranged. Acceptance will be determined by the following criteria:

A finished product with a creative bias where the design has been initiated by a business based within the Yorkshire County boundaries. The area will also include businesses within the Dales National Park & the North York Moors National Park. Only designer makers are eligible for registration.

CONTACT DETAILS

1. Contact Name _____
2. Trade/Business Name _____
3. Correspondence Address _____
_____ Postcode _____
4. Telephone _____ Fax _____ Mobile _____
5. Email _____
6. Are you happy to receive information, show updates & newsletters by email? Yes No

YOUR PRODUCT

7. Please give a brief description of your work (include the type of raw materials and basic process)

8. Do you buy any ready made components? No Yes
If yes please specify _____
9. Do you make everything personally (excluding items already listed)? No Yes
If NO, how many employees/outworkers/helpers do you employ? (Include family members) ____
10. Do you wish/intend to sell items which are not made by yourself/employees/outworkers or helpers?
No Yes
If yes please clarify. _____
11. Do you buy any of your goods in kit form? No Yes
12. Are any of your goods sold in kit form? No Yes
13. Are greeting cards included in your display? No Yes
14. **ARTISTS / PHOTOGRAPHERS**
Please describe your work briefly (i.e. photography, watercolour, oils, screen printing etc)

Is the work you intend to display?: All original All prints / reproductions
Part original part prints / reproductions Other (please specify) _____
If prints / reproductions are included please state: percentage of work on show _____
How are the prints / reproductions produced? _____

And by whom _____

Is your work: framed unframed both

15 JEWELLERS

Please state the type of jewellery you make: _____

Please detail the processes that you use on your work: _____

If you put work out please specify the percentage & at which stages: _____

Do you have your own Hallmark? No Yes if yes what is it? _____

If no how do you mark your work? _____

Do you make your own? master patterns for casting chains beads

Do you do your own? stone cutting stringing stone setting polishing

16 SOAPS, COSMETICS & AROMATHERAPY PRODUCTS

Do your products contain labelling to comply with "The cosmetic products (safety) regulations"?
Please note: It is illegal to trade without the relevant labelling & certification & you will not be eligible for registration. If in doubt please contact your local Trading Standards Office.

No Yes

Do you have a "Product Information Pack" for each of your products? No Yes

Please give details of the "responsible person" who holds this information?

17 TOYS

Do all your products carry the CE label? No Yes

18 ORNAMENTAL & COLLECTORS ITEMS (including collectors bears, candles, non functional items)

Do your products carry the appropriate instructions & labelling? If in doubt basic guidelines are available at www.tradingstandards.gov.uk or you can contact your local Trading Standards office for advice. No Yes

19 FINISHED GOODS, CERAMICS, SOFT FURNISHINGS, TEXTILES, CLOTHING & FURNITURE MAKERS

Is your product:

- Wholly manufactured in Yorkshire or;
- The last treatment or process carried out in Yorkshire resulting in a substantial change to the product.

Do all your products carry the relevant statutory labelling? No Yes

20 MADE IN YORKSHIRE WEB SITE & PR ACTIVITIES

Made in Yorkshire actively promotes your business through listings on www.madeinyorkshire.org.uk, press releases before each event plus other promotional activities such as catalogue entries. Your business details will be used wherever relevant unless you elect to be omitted from one or more of these. (N.B. *The Harrogate Spring / Autumn Flower Show is required by North Yorkshire County Council Trading Standards to print contact details of all businesses attending the event*).

I/We **do** wish my/our details to be used:

- On the Made in Yorkshire web site.
- In pre show press releases
- For other promotional activities

I/We **do not** wish my/our details to be used:

- On the Made in Yorkshire web site.
- In pre show press releases
- For other promotional activities

Please provide details to be used:

Business Name _____

Address _____

Postcode _____

Telephone/Mobile _____ Fax _____

Email _____

Web Site _____

Please provide a description of your product/service that will be used on the Made in Yorkshire webpage (up to 250 characters inc. spaces)

Will you allow Made in Yorkshire to use images from your own web site? No Yes

YOUR BUSINESS

All answers will be treated in strict confidence & used only to assess business needs & the success of the Made in Yorkshire Show Programme

21. Are you a sole trader Partnership Limited Company Other (please specify) _____

22. Number of Years in Business
Less than 1 1-2 years 2-5 years 5-10 years Over 10 years

23. Annual Turnover Less than £5K £5 – 10K £10-20K £20-50K Over £50K

24. In the past twelve months has your business turnover Increased Decreased
By what percentage? _____ Or remained the same?

Why do you think this is? _____

25. Is this business your only source of income? No Yes

26. Is this your household's only source of income? No Yes

- 27 Do you have a web site? No Yes
- Does this site have an online shopping facility? No Yes
- 28 How many shows (approx) do you attend each year? _____
- How many of these (approx) are /or will be with Made in Yorkshire? _____
- 29 How many shows do you attend outside Yorkshire? _____
- 30 Do you demonstrate your work on your stand? No Yes
- If yes what do you demonstrate? _____
- 31 What percentage of your income comes from sales/commissions from attending shows? _____
- 32 What percentage of your income comes from sales : At the shows _____
Commissions /sales after the show _____
- 33 Are you interested in attending workshops on getting the best from shows: No Yes
- 34 Do you supply retail outlets (other than your own) No Yes

YOUR STAND & DISPLAY

- 34 All lighting & extension leads must be PAT tested or less than 12 months old if you have the original receipts.
 I enclose a copy of my/our certificates / receipts I will forward copies before my first show
- 35 Do you have Public Liability Insurance? No Yes Value £ _____
- 36 Do you have Product Liability Insurance No Yes Value £ _____
- I enclose a copy of my/our certificates
- I will forward copies before my first show

IMPORTANT: Show Programme Evaluation Forms will be distributed at the end of each show and the end of the year to allow a full assessment of the shows & the programme as a whole. As a condition of taking part in the Made in Yorkshire Show Programme you will be required to complete these evaluation forms.

I /we wish to apply to exhibit with Made in Yorkshire and have read & agree to abide by the show rules and conditions of acceptance.

- I am a member of Brigantia
- I/we wish to apply for registration with Made in Yorkshire & enclose a registration fee of £75. (The registration fee will be waived if you book only one show in 2012 but this offer does not apply if only booking the St Nicholas Fair or York Christmas Shows).

Signed: _____ Print Name: _____

Position in Business / Company: _____ Date: _____

***Photographs may be in the form of prints, a catalogue, .jpg/.gif files on CD or you can email images to info@madeinyorkshire.org.uk**

**Please return the completed form with appropriate photography* to:
Made in Yorkshire, 2 South Cottages, Shipton Rd, York, YO30 5RW**