

# Norfolk Antique & Collectors Fair

Thank you for booking the **Norfolk Showground Antique & Collectors Fair**. Below is information for set up times...

## CONTACT DETAILS

Office Hours Contact: Monday to Friday 9am – 5pm contact 01702 549623

## NEXT FAIR DATE

Sunday 31<sup>st</sup> March & Monday 1<sup>st</sup> April 2024

## EVENT ADDRESS

**Norfolk Showground, Norwich, Norfolk, NR5 0TT**

Please follow AA directional signs for 'Exhibitors'

## CAR PASSES

Car passes will be ready for collection on the Exhibitor gate from 11am – 5pm on Saturday. If you arrive after this time security will have passes; please follow their instructions. Casual exhibitors will have to park up in the designated area until the next morning.

All car passes must be on display in your windscreen. There is **NO ENTRY** to showground without a valid car pass, this pass permits **ONE** vehicle entry only. Any vehicle on the showground not displaying a valid car pass will be removed from the showground.

## SET UP TIMES

EXHIBITORS SET UP

<b>OUTSIDE EXHIBITOR SET UP</b>	Saturday	Midday – 5pm
<b>CASUAL OUTDOOR PITCHES</b>	Saturday	Midday – 5pm
<b>INDOOR ANNEX ARENA SET UP</b>	Saturday	Midday – 5pm
<b>MAIN SHOW BUILDING</b>	Saturday	1pm – 5pm
	Sunday	7am

## **SHOW OPENING HOURS**

Sunday 10am – 4pm (Early Trade Entry from 7am)

Monday 9am – 4pm

## **PLEASE NOTE**

All buildings will close at 5pm on Saturday & Sunday. NO exhibitors will be permitted into any of the buildings for whatever reasons after closing hours.

If you leave the showground at any time by your vehicle, please make sure you have your car pass or if walking your entry badge as without these you will not be permitted re-entry to the showground under any circumstances. It is your responsibility to make sure you have your car pass or badge.

Aztec Garden Shows do not supply chairs at this venue. Please ensure you have booked the space required for your stand and you have booked tables if you require them. Tables can be hired on the day. We do not supply chairs. This event is organised by Aztec Garden Shows Ltd. A copy of their terms and conditions can be viewed online at [www.aztecevents.co.uk](http://www.aztecevents.co.uk).

## **IMPORTANT NOTICE FROM THE NORFOLK SHOWGROUND**

The Norfolk Showground has instructed Aztec Garden Shows to inform all exhibitors that ALL RUBBISH must be cleared from all outside pitches and placed in the skip provided. Any exhibitors leaving rubbish on their pitch will not be permitted to return to the showground to any event. All inside exhibitors please bag your rubbish up and place in the skip provided or remove from the showground. All exhibitors must leave the showground no later than 8am on Monday when the showground management will be cleaning and preparing the showground for another event. Norfolk Showground will be monitoring the rubbish and take action against any exhibitors leaving rubbish behind on the showground.

Please follow instructions from Aztec Garden Show staff, Security and Norfolk Showground staff at all times.