

## 1. Definitions and Interpretation

**AA&ME, we, us, our** - The partnership between Ms Rattanawan James and Mr Arnold Hirowski trading as “Antique Arms and Militaria Exhibitions” (**our postal address** is: AA&ME, PO Box 194, Warwick, CV34 5ZG, United Kingdom)

**Website** - Our on-line information service available under URL address: [www.birminghamarmsfair.com](http://www.birminghamarmsfair.com)

**Fair** - The International Birmingham Antique Arms & Militaria Fair which is a trade event organised and governed by **us**

**Stall** - The table or tables including the space on front of it and behind hired from **us** at the **Fair**

**Exhibitor, Dealer, you, your, his, her** - An individual or a company who hire the **Stall** at the **Fair** from **us**

**Fair Day** - Sunday in February, June, September and November. Dates are published on our **Website**

**Closing Date** - Sunday exactly 6 weeks before the **Fair Day**. This information is also available on our **Website**

## 2. Booking

### 2.1. Booking process for permanent exhibitor

Every permanent **Exhibitor** will receive the booking form by post. Regardless the payment method the booking form needs to be completed, signed and sent back to us by post to **our postal address**. For more details about payments please see section **5.4. Payments**. Permanent **Exhibitors** who do not send their booking forms before **Closing Date** will be contacted by **us** to confirm their attendance and complete the booking process.

### 2.2. Booking process for exhibitor from our “Exhibitor’s Waiting List”

When tables become available (usually after the **Closing Date**) we contact individuals from our “Exhibitor’s Waiting List” to offer them a **Stall** at the **Fair**. If they interested we email or post the booking form. Regardless the payment method the booking form needs to be completed, signed and sent back to us by post to **our postal address**. For more details about payments please see section **5.4. Payments**. Please note that some exhibitors (especially those who have exhibited with us previously) may receive their booking form in advance by post.

## 3. Registration to our “Exhibitor’s Waiting List”

An on-line registration form is available on our **Website** in section “Book a Stall”. Paper booking forms for registration by post available on request. By submitting your contact details through either of the above **you** agree to our Privacy Policy.

## 4. Hire Term

### 4.1. The purpose

**You** as the hirer shall not use the **Stall** for any other purpose other than the display and trade antique arms and military items. In addition **we** allow books: on related subjects (antique weapons and armours, wars, battles, history), maps, war related documents and photographs. Reproductions of antique arms and military items are allowed if they are high standard and good quality declared as reproductions. Low standard reproductions with toy like look are not welcome. **We** reserve **our** right to exclude the **Dealer** from future events if **his / her** stock does not meet **our** expectations.

### 4.2. Good care

All **Exhibitors** shall take good care of, and shall not cause any damage or permit any damage to be done to the premises, or any part of the premises or the furniture, fixtures, fittings and equipment on the premises or to any part of the building of which the premises form part or any other building or structure within the curtilage of the building.

## 5. Prices, Fees, Deposits and Payments

### 5.1. Prices

All prices for our services are listed on-line on our **Website**. Our services are as follow:

- a) Middle table - renting out an exhibiting space with 6-foot long table (including 2 chairs) in the middle of the room;
- b) Wall table - renting out an exhibiting space with 6-foot long table (including 2 chairs) by the wall of the room;

With each table two free Exhibitor Passes are issued. Additional passes can be requested.

Discounted prices apply to bookings made before or on the **Closing Date**.

### 5.2. Fees

There is a fee for extra Exhibitor’s Passes which can be issued in addition to free passes if requested. The amount of the fee is available on-line on our **Website**. There is no signup fee, no processing fee, no booking fee or any other hidden fees.

### 5.3. Deposits

There is no deposit option available. Full price of the service including applicable fees need to be paid at the booking time unless agreed differently.

#### 5.4. Payments

All payments need to be made at the booking time unless agreed differently. **AA&ME** accept payments in following ways:

- a) Cash - on the **Fair Day** only
- b) Cheque or postal order - on the **Fair Day** or sent by post to **our postal address**
- c) A bank transfer to following account. Recipient: AA&ME, account no: 94744602, sort code: 09-01-27

At the moment **we** are unable to process credit card or debit card payments.

#### 6. Cancellations

Bookings cancelled before **Closing Date** will be refunded in full. Last minute cancellations made after the **Closing Date** are subject to a conditional refund which may be issued only if **we** manage to resell the **Stall** in question.

#### 7. Insurance

All **Dealers** are required to have their own insurance policy for public liability. All **Exhibitors** are responsible for their goods displayed and stored at their **Stalls**. **AA&ME** cannot be held responsible for any stock loss or theft.

#### 8. Personal Data Protection

Data protection, data processing and other aspects of privacy are subject of separate document, our Privacy Policy.

#### 9. Law and Jurisdiction

Any other aspect which is not covered by this policy is regulated by the UK law.