


BBC Gardeners' WorldLive

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18 – 21 June 2020 | Birmingham NEC

Show Garden Application 18-21 June 2020

Please complete the below form and return at your earliest convenience to **Lucy Tremlett** either by post or by email and we will consider your application and give a decision in three weeks. The latest date that applications will be accepted will be **20 January 2020**.

Lucy Tremlett
River Street Events
1 Becketts Wharf
Lower Teddington Road
Kingston-Upon-Thames
KT1 4ER

Lucy.Tremlett@riverstreetevents.co.uk

Please note that emails larger than 10MB will be rejected by the server so please use another method such as Drop Box or WeTransfer.

CHECKLIST

Please make sure your completed form is returned with the below documents:

- 100-150 design explanation – this should include the inspiration and story behind your design, along with the title of the garden.
- Scale plan of your garden – showing the garden from above, to scale and with measurements and key. Please also make sure you indicate the sides which you would like the garden viewed from.
- A perspective drawing – showing a view into the garden
- Elevations plan with details of excavations – showing key excavation depths and elevation heights
- Preliminary planting plan with key structural plants – this does not need to be definitive as we understand that plants may need to be changed through the build up to the show.
- Any other relevant details for example; buildings, sculpture, water etc.

Depending upon your design, we may require you to send through the following after receiving your application:

- Elevations plan with details of excavations – showing key excavation depths and elevation heights

CONTACT DETAILS

Details Designer's Details

These details are used for communication between the Show Team and the Exhibitor and will not be published:

Company		
Key Contact		
Address		
Post Code		
Email		
Telephone	Mobile	Landline
Web Address		

Contractor Details

Designer's Name		
Contact Name		
Designer's Address		
Post Code		
Email		
Telephone	Mobile	Landline
Web Address		

Sponsor's Details (if applicable)

Sponsor's Name		
Contact Name		
Designer's Address		
Post Code		
Email		
Telephone	Mobile	Landline
Web Address		

DESIGNER'S SHOW HISTORY/BACKGROUND

Show and year at which the designer has designed a Show Garden along with the medal awarded:

Show & Year	Garden Title	Medal

If you have not designed a Show Garden yet, please list any relevant background, experience and qualifications:

CONTRACTOR'S SHOW HISTORY

Show and year at which the contractor has designed a Show Garden along with the medal awarded:

Show & Year	Garden Title	Medal

SHOW GARDEN DETAILS AND REQUIREMENTS

Show Garden Title
Show Garden Design Explanation (100-150 words)

Show Garden

Preferred Dimensions:

Depth (front to back) _____m

Frontage (left to right) _____m

Diameter (if circular) _____m

Do you intend to excavate (for pools, foundations etc.)?

Yes

No

If Yes, please answer the following questions

1. To what depth _____mm

2. How many tonnes of soil will need displacing (approx.)? _____tonnes

3. Will this soil be incorporated back into your garden? Where possible we may be able to help with the excavations for your garden.

Yes

No

SHOW GARDEN COST ESTIMATE

Name of person completing the form	
Company	
Representing (i.e. exhibitor name) if different from above	

This information is required to demonstrate that the costings below are realistic with regards to the materials and plants specified in your design and the associated build costs.

N.B. this information will remain confidential between applicant and the organiser.

Item	Costs (£)
Excavations	Please note, we have onsite plant which will take care of your excavation and will be onsite throughout the build. Unloading and moving pallets is also included with the onsite plant. There is no cost to you associated with this.
Hard Landscaping – paths, foundations etc.	We are working with Marshalls who are happy to donate free of charge any materials from their domestic range towards each garden.
Water & Electrics	There is no charge for water onsite. There is no mains electrics during the build, so gardens will need to bring generators. However, if you require electrics for the show open, this is possible but there is a charge involved.
Buildings	
Boundary walls, screens etc.	
Features, including statuary	
Plants & planting materials	
Labour	
Plant & Machinery	
Finishing touches (this should include rope and post)	We are working with Rolawn who are happy to donate free of charge their lawn and any topsoil from their range towards each garden.
Clearance of site	Each garden will be asked for a £400 refundable deposit which will be returned to the exhibitor upon inspection and sign-off of the site. The Show Organisers will arrange grab lorries and skips for all gardens and will minus from the deposit the agreed cost for the amount of skips/grab lorries that the garden requires.
Transport	
Accommodation	
Printed information- leaflets, brochures, plant lists etc.	
Fees	
Other	
Contingency	
TOTAL	£

FINAL CHECKLIST

Here is a final summary of the actions you need to take and all forms that need to be completed with your application, before sending this form and associated documents to Imogen.bodimeade@riverstreetevents.co.uk.

- Have you completed all relevant parts of this form?
- Have you enclosed all the documents outlined within the first checklist?
- Saved a copy of these files for your own reference?

On acceptance of application, detailed requirements along with an outline of the rules and regulations will be discussed.

In submitting this application, I/we confirm that if this application is successful I/we will comply with the schedule set out in the BBC Gardeners' World Live Manual and have read and understood all enclosed documents.

Signed: _____

Date: _____

Please return this form no later than 20th January 2020.