

20 Castle Rise, Castle Street, HIGH WYCOMBE HP13 6FQ email *showbus@showbus.com*

*Tel 01494 261002 or 07518 624034*

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| Parking display number:  Reg: | 17 September 2021 |

Thank you for your entry in SHOWBUS 2021 at the Hertfordshire County Showground on Sunday September 26th to join the 49th in our series of rallies!

**“Paper”work**

You will receive a series of emails shortly if you have entered more than one bus you should only receive this email once:

The Window Display - the number is important to have on display on arrival. One per bus entered.

If appropriate, your Judging Sheet. One per bus entered.

A single copy of the site map.

A single payment/non payment form or window display, please print extra copies for multiple entries.

If the Post Office fails to deliver or you have difficulty printing the emails you can download any paperwork from the Monday before at *showbus.com/sudind1/urgent.htm*

**Judging**

To save having to wait all day for a judge, make sure a contact phone number is on the sheet so the judge can notify you when they expect to arrive. It will show on your window display whether you are entered for judging, if you are check in with the sheet at SHOWBUS Control asap. If you want the bus judged and it has not been entered contact us urgently so that we can prepare a judging sheet for you to have waiting at SHOWBUS Control and more importantly, amend our judges’ listings appropriately. Because of that complication it is not easy for us to add someone to the judges’ lists on the day. If you no longer wish to be judged, that is also useful to know, as it reduces the pressure on our judges’ team.

**Entry procedures**

The site will be open at **8.30**am and the map shows the area where you will be parked. If your entry is unaltered – or just another bus from the same batch - you will proceed directly to your numbered bay, *late or revised entries will be issued with bay numbers at Parking Reception:* the Motts white ALX400 decker at the entry to the display area. Any passenger payment taken will be taken here – see below. No tickets will be issued so if you wish to leave the site to go on a bus trip a pass out ticket will be available at the pedestrian entry/exit. **Please do not proceed beyond Parking Reception if your entry has significantly changed.** As a COVID safety requirement the public do not have access to the site until 11.00am to avoid crowds of photographers at the gate. You and your passengers will have full access to the site, so please be mindful of social distancing. **Please aim to arrive before 11.00am** to minimise any possible conflict of movement. Similarly, beware of pedestrians when the display disperses at the end of the day.

**Entry charges**

Each bus is allowed the driver, anyone under 16 and 5 additional passengers FREE entry. Anyone extra passengers pay £10 each. Please have this money ready before entering the site as collecting payments could cause congestion. Ideally place the money (or a cheque payable to *showbus digital ltd* in an envelope with the payment form and drop it into the box offered. For COVID safety we are avoiding physically handling cash.

**Display**

To satisfy photographers all buses are planned to park facing away from the A5183 main road looking at the sun. The yellow arrows on the site map indicate the direction you should face. This is particularly important for those in those in bays 56-99 as you will park back to the roadway which may seem odd. Those who have been before will be familiar with our yellow blocks with display numbers on them. If you have parked correctly sat in the cab the yellow block should be near your right front wheel. This site has a system called French Drainage and in 2019 there had been torrential rain for days beforehand but we had no problems.

A better version of the map can be found at this address: *showbus.com/subind1/duxmap.htm*

**Website**

Most of this information, maps etc is reproduced on our website and any last minute information will be available at *showbus.com/subind1/info4en.htm*

**Routes to SHOWBUS**

The site is easy to find on the A5183 Dunstable Road just south of junction 9 of the M1. There are brown Herts County Showground signs off the junction which is also labelled as the A5183 to St Albans and Redbourn. On approaching the site from either direction there are again brown signs labelling the THREE entrances. If you check the site map it shows images of these signs and in yellow writing how they will be used on the day. You will be heading for the “OFFICE ENTRANCE”. There will be signs by the road on the day.

**Contact**

On the Friday, Saturday and Sunday of the weekend, the rally team are at the Showground, so emails will not be dealt with promptly and not at all on the Sunday. Landline phone calls will not be answered. You can contact us in an **emergency** on 07518 624034 but we are working flat out throughout this time preparing the site or administering on the day. You can send an SMS regarding changes of entry, though this information will not be of use to us after the Saturday.

**Stalls**

If you have a stall on board your rally number should be between 290-299. You will be parked in a section by the main trade area. If your number is not in that range then please let us know asap.

**Saturday**

If you are intending to come down on Saturday and come into the grounds please let us know. It is not possible to stay overnight in the Showground. Vehicles can be left on site, at your own risk, but you will not be able to stay with them.

**Local Tours**

If you have volunteered to do a local tour you will shortly receive a separate email about that.

**Prizes**

We hope that you will be able to stay for the presentation of all the prizes, which is planned for around 3.45pm at Arriva's SHOWBUS Control and we look forward to seeing you on the day.

**Exit procedures**

Please use the same gate to exit as you came in, however all traffic **must turn left** – if you need to head in the St Albans direction please drive the short distance to the M1 roundabout and double back.

Have a safe journey to SHOWBUS.

Kind regards



Martin Isles for SHOWBUS committee