



## RHS Malvern Spring Festival 9 – 12 May 2024

The stages at **RHS Malvern Spring Festival** are some of the most viewed and photographed areas of the Showground, setting a beautiful foreground for our Special Guests to present.

We are looking for passionate creatives to dress our stages.

The budget for each stage are as below:

**Festival Theatre:** £7,500 +VAT (if registered)

**Tips & Tricks Theatre:** £3,500 +VAT (if registered)

Please submit your designs and budget proposal to the Key Contact at the end of this document.

**Deadline: 15th January 2024 by 9.30am.**

## Set Dressing Our Stages

We have **2 stages** which require dressing, the largest is **Festival Theatre** and the smallest is the **Tips & Tricks Theatre**.

- The installations must have a **strong horticultural theme**.

**The display should last the full period of the Show** so may require refilling, retouching and watering which will be the responsibility of the installer.

N.B Please note the **RHS bans the use of Floral Foam/Oasis**. For further guidance regarding Floral Foam alternatives, [click here](#).



## [How to apply](#)

It is essential that you read the **RHS Shows Biosecurity Policy & Regulations 2024**; specifically regarding restricted materials, restricted plants & plant regulations, and *Xylella fastidiosa*. **Please view the policy [here](#).**

Your design should include:

- Proposed furniture & prop choices.
- Flower/plant list including colours and/or themes.
- Explain how you will achieve the design without floral foam.
- You may want to include a sketch/mood board but it is not mandatory.

Please email your design to **Charlie Gwynne** (details found under Key Contact below).

## [Building your Installation](#)

- You will be sent the **RHS Malvern Spring Festival Exhibitor Manual 2024** closer to the Show, which will site regulations etc.

### **Show Address**

Three Counties Showground, Blackmore Park Road Malvern, Worcestershire, WR13 6NW.

### **Maintenance**

All exhibits **must be maintained** with watering and fresh plant material. Replenishing times are 7am – 8.15am each morning and 6.15pm – 8pm during Show Week (Thursday 9th – Sunday 12th May).

### **Build-up**

- Build-up begins at **midday Monday 6 May** and must be complete by **7pm Wednesday 8 May**.

### **Breakdown**

- Breakdown can begin at **6:15pm Sunday 12 May** and must be cleared by **midday Monday 13 May 2024**. The Showground does not accept responsibility for items used in set dressing.
- Exhibitors must **remove or put in the bins on site all items brought onsite**, including rubbish and building materials etc.
- Exhibitors must remove any soil, compost and planting medium.



## Dimensions

### **Festival Theatre:**

- Total dimension of the stage: **12m width** and **3.66m depth** (the stage will accommodate a large screen to the left). The stage is **0.3m high**.
- The seating area on the stage is raised by **additional staging**. The additional staging is **7.32m wide, 2.44m deep** and **0.3m high** (the total height from floor to top of the seating stage is 0.6m)
- The Showground can provide **2 x dark teal sofas** that can be used as the seating for 4 people.
- The design must ensure there is room for a small side or coffee table for guests to put their notes/drinks on near the seating.
- The design must include space in front of the seating onstage to accommodate a **demo table** (standard 6ft Trestle).

## Key Contact

**Charlie Gwynne**

Shows Executive

Telephone: 07467435816

Email: charlie.gwynne@threecounties.co.uk

### **Tips & Tricks:**

(Upcycling and re-using is the key theme )

- The total dimensions of the stage: **7m width x 3.6m depth x 0.3m height**.
- **Seating** (enough for 4 people)
- The design must ensure there is room for a **small side or coffee table** for guests to put their notes/drinks on near the seating.
- There will need to be a good space left at the front portion of the stage as a **demo area** (including a demo table/s)

## Key Dates

<b>Event</b>	<b>Guide Date</b>
Application	
Application Deadline	15 January 2024 by 9.30am
Build-up	
Build-up starts	Monday 6 May 2024 from midday
Build-up completed	Wednesday 8 May 2024 by 7pm
Show	
Show Open Days	Thursday 9 May to Sunday 12 May 2024
Breakdown	
Breakdown starts	Sunday 12 May 2024 from 6.15pm
Breakdown completed	Monday 13 May 2024 by midday

