

ESSENTIAL CREW INFO

also check the guest info page for general info that applies to everyone
This is site of 'special scientific interest' and as such is subject to special conditions.

It's our responsibility not to do any damage - we must leave the park exactly as we find it.

ARRIVAL AT STANFORD HALL

No entry without a wristband - NO ENTRY AFTER DARK – NO EXCEPTIONS

CREW RECEPTION TIMES

Pre-event build crew use **KILWORTH GATE** aka the North Gate - **NOT Main Gates** (see 'Map & Directions' document) from **Thurs through Sun you may also use Main Gate**

Mon 4 th	Tues 5 th	Weds 6 th	Thurs 7 th	Mon 11 th	Tues 12 th	Weds 13 th
09:00-22:00	09:00-22:00	09:00-22:00	By prior arrangement	09:00-22:00	09:00-22:00	09:00-22:00

MAIN GATE

(exceptions eg. Artists, UK Loos – need to liaise first with site office. Nicky: 07958 680358
Bee: 07930350258)

Weds 6 th	Thurs 7 th	Fri 8 th	Sat 9 th	Sun 10 th
By prior arrangement	10:00-22:00	10:00-22:00	10:00-22:00	Ask security at gate

Register / collect wristband

Collect timed temporary car pass (2 hours)

Proceed up main drive

Drop off your stuff then **MOVE CAR TO MAIN CAR PARK** (through main camping field)

Essential vehicle pass overrides this - collect from site office or John Love

RE-ADMISSION IS TO BE AVOIDED IF AT ALL POSSIBLE.

Make sure that once on site you don't need to leave until the end of the event or your specific job is over. **If you absolutely must leave the site you will need to clear it with security at the gate**

NB: Bring everything you might need with you including food. There will be subsidised crew meals available on site from **GF ROASTERS** during set-up, for the duration of the party and take down. Crew teas & coffees and snacks are available free from Bill's Crew Brew. There will also be a Supermarket on site from Weds-Mon.

CREW CAMPING

Crew can camp anywhere in the main camping area or the crew areas. If your vehicle is not essential, please move it to the car park as soon as you've dropped off your stuff. You will be given a timed temporary pass that allows you 2 hours to do this.

If your vehicle is essential (REALLY) and needs to be at your base or in the essential vehicle mini car park over the event days, you need to come get an essential vehicle pass from the site office.

Don't camp or park in the access lanes or pitch tents too close together in case the emergency services need access.

CAMPING UNDER TREES IS DANGEROUS

Many of the trees are very old and branches often fall off without warning. You could easily be killed if one lands on you. If you still decide to camp under a tree leave at least a 3m gap from the trunk and understand that it's **ENTIRELY AT YOUR OWN RISK.**

Crew live-in vehicles with a Camper Van Pass (issued free at reception) will be allowed in the crew areas and the Main Camping field and may camp alongside mates in tents - If your camper is really big, please park at the edges of the field so you don't mess up everyone else's view. Power for a few camper vans may be available if we have any spare but you'll need to negotiate a fee for this with Andy Walton (site power)

CAMPFIRES

You may have a fire by your camp, but you **MUST** use a FIRE DISH.

Firewood will be available for sale from the site office.

You may take fallen wood from the woods - but **PLEASE** don't steal wood from the farm.

Don't leave any ash, or singed grass, or digging - Leave the park exactly as you find it.

FIRE SAFETY

Tent fires are extremely dangerous - and very fast

Get out - Stay out - Alert Security, Site office or Paramedics.

Stay calm - move quickly - get everyone out and clear from the area.

Ensure that tents, campers or caravans are kept at least 3 metres apart.

Bring the correct extinguishers (Wood/paper = water / Electrical = CO2) - and make sure they're up to date

If you use LPG, keep it separate and locked

If you have anything electrical make sure it's PAT tested

CREW BREW & CREW MEALS

Bring your own food and cooking facilities – be as self-reliant as possible
Subsidised Crew meals will be available from GF ROASTERS who will be open from Tuesday set-up til Tuesday take- down. Located opposite the main bar. (Certain HODs, as agreed prior to the event, including some advance set-up crew, security & first aid will be given meal vouchers, to be collected from the site office)

Crew Brew will be serving tea, coffee & biscuits from Tuesday til Tuesday. Egg, Bacon or Cheese sarnies will be available in the mornings.

There will be a Crew Drinks on Weds evening in the main bar.

CREW KIDS

Please would you ensure that anyone coming with your crew is aware that, if they are bringing any under 18 year olds, they have to be the parent or court appointed guardian of the children. Children without their parent will not be allowed on site.

At least one of the parents must also be properly registered on the House of Honey website where they can register their children in their records and buy them a kids crew ticket at £15 (+vat) per child or £25 (+vat) for teens.

Failure to do this will mean they will be paying full kids price at the gate.

Please make sure that children are registered with their tickets paid for by 1st July.

We do this to make sure that we have details of everyone attending on our system - and so that we can provide enough facilities

(under 3s come free – just register them at reception when you arrive)

The well-being of kids on site is an absolute priority - it's up to all of us to keep our eyes open and get involved if you see a child looking vulnerable or lost

BANDS & ARTISTS

HoH Main Stage Bands:

Liaise with Dave Howells from Encore PA to confirm Tech Rider details & stage requirements davidhowells@encorepa.co.uk 07920 517430 **DO THIS NOW!**

Treehouse Bands:

No need to contact Dave in advance – just introduce yourself to the Treehouse tech crew in advance of your set time

Band parking – HoH Main Stage

If you need to get a vehicle full of kit to the back of the main stage we may need to assign someone to walk the route with you - ask at reception or artist liaison. For other vehicles use the general car park - NOWHERE is more than a few minutes walk from anywhere else.

Artist liaison - LOCATED BEHIND THE HOUSE OF HONEY STAGE

When you've arrived on site send someone to check in with artist liaison They'll make a note of your stage requirements and explain about getting on and off stage.

Please bring any stage plans and channel lists with you (if needed) or fill one in at Artist Liaison

Back Line

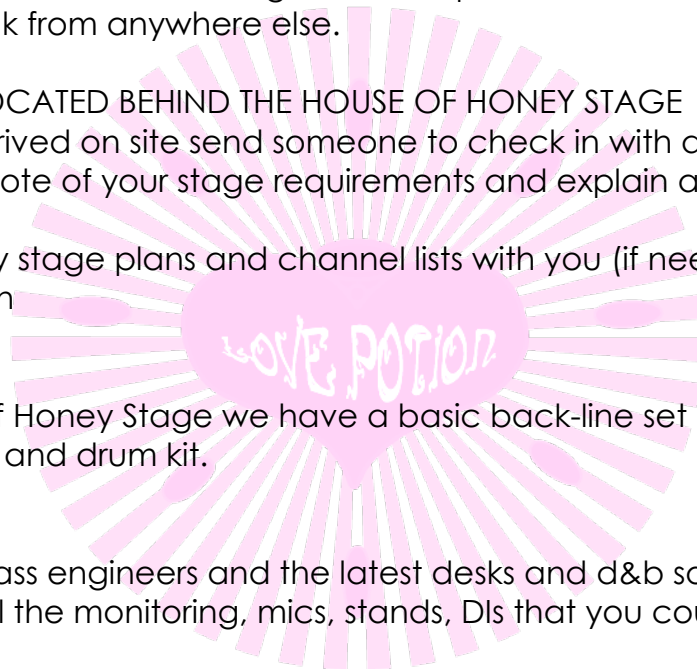
On the House of Honey Stage we have a basic back-line set up of Guitar amp, bass amp and drum kit.

Kit

We have top class engineers and the latest desks and d&b sound systems - and we have all the monitoring, mics, stands, DIs that you could wish for.

Drinks and food for Bands

There will be beers and soft drinks in the band tent backstage. Your band leader or coordinator will need to pick-up tokens for food (1 token per band member) from the site office.



BACK STAGE

Demelza is in charge and will tell everything you need to know.

Arrive at least 30 mins before your set.

ON STAGE

the times shown on the programme are the total time allocated to your act. that includes getting on, line-checking, performance, encore - and getting off. Please help us to help you get the longest possible performance time. NB: We will not allow ANY overruns.

YOU MUST FINISH ON TIME PLEASE – or you'll mess up the schedule and be robbing time from other artists

Finances

This year we'll try to make most payments by Bank Transfer. If we haven't already arranged a bank transfer, your band leader or coordinator will need to come to the site office on Sunday afternoon or Monday morning to sort out finances. Please have your bank details available. Ask for Beth or Bee



TRADERS & CATERERS

John Love is Traders' and Caterers' site manager, he'll be around the Trading area or on a radio

NB: No single use plastics – use only bio-degradable cups, plates & cutlery

Documents

Make sure you've email us your insurance documents and food safety certificates
gigicdecs@talk21.com - and make sure you have copies available on site

Setting up:

Arrive Tues or Weds before dusk. John Love will be around to help you site your pitch. If in doubt, ask at the site office.

Pitches will be marked with a plastic post with your trader's name on it. Pitches are arranged in a giant circle with an access lane through the middle. You can camp behind your pitch with an essential vehicle pass, available either from John Love or Site Office. Non-essential vehicles must be moved to the car park 2 hours from arrival. Live-in vehicles will receive Crew Camper passes at the Gate.

Site Inspection

On Thursday July 7th 10am we will have a site inspection. This will include Health & Safety checks. Please ensure that any visible electrics have current PAT test certification, and that gas bottles are properly stored (they should be separate and locked) and fire extinguishers are up to date. Any food prep areas must have suitable floor covering - even if that's just a secure tarpaulin. They may also ask to see your documentation.

NB. The local authority have been very helpful & supportive. If any suggestions are given listen carefully and assure them that any necessary changes will be made ASAP.

Never contradict them - take notes, smile and nod!! TREAT THEIR ADVICE AS EDUCATION.

Attendance

We will have approx 1500 Givers onsite.

Music - Noise levels

Unless you have an agreement with us music must be at background levels in your location (ask Daniel from production if in doubt).

NO pumping sound systems will be allowed! We will need to be very strict on this because of the promises we have made to the Estate and to the Council.

Wristbands We will have 3 wristbands relating to the Caterers:

- **Red Rip tag bands** (Food ONLY) - These will be given to some crew and performers. Each rip tag should allow the bearer a plate of food. Please collect these in the zip bag that will be provided by us and hand in at the end of the event to John Love or Bee/Nicky at the site office for settlement. Full instructions will be given with the bag.
- **PINK Crew bands** (food only) – please give crew a suitable discount (you decide how much)
- **GOLD Organizer bands** - about 10 of these will be given out and only to KEY organizers and owners of the land. Please allow them free food and non-alcoholic drink (within reason! - if you have a problem speak to Ben).

Finances

Cleaning bond and food tags costs will be refunded by transfer the week following the event. Please ensure we have your correct bank or Paypal details which should have been supplied in your pitch application form.

Rubbish

There will be wheelie rubbish bins & glass recycling around the site. Biffa collection is on **Friday and Tuesday @9AM** please ensure that any bins you have been using (or rubbish in bin bags) are at the rubbish points. If you have any large rubbish, take it to the Skips (locations are on the site map)

Water

Water is potable and tested. Standpipes are marked on the Site Plan – bring your own container. If water hook-up has been agreed, bring a threaded connector and appropriate hose lengths.

Grey Water

Spa area: Bring enough hose to reach one of the drainage gullies (15 meters should do it)

Caterers: You must bring a container to collect your grey water (Get something with wheels!!) - it may be emptied in the drainage ditch behind the Spa area.

USE ONLY BIODEGRADABLE SOAPS - do NOT use detergents.

BEFORE YOU LEAVE

PLEASE will you ensure that your stall area is as clean as you found it when you pack up to go; Litter, bottle tops, fag butts and broken glass can be fatal to livestock and wildlife.

- **Food Tokens (red tags):** Please take to the Site Office for Gigi or Beth
- **Cleaning Bond:** If you have paid a cleaning bond you will need to get a sign off from John Love before you leave site.

Leave No Trace! THANK YOU FOR BEING PART OF IT ALL xxx