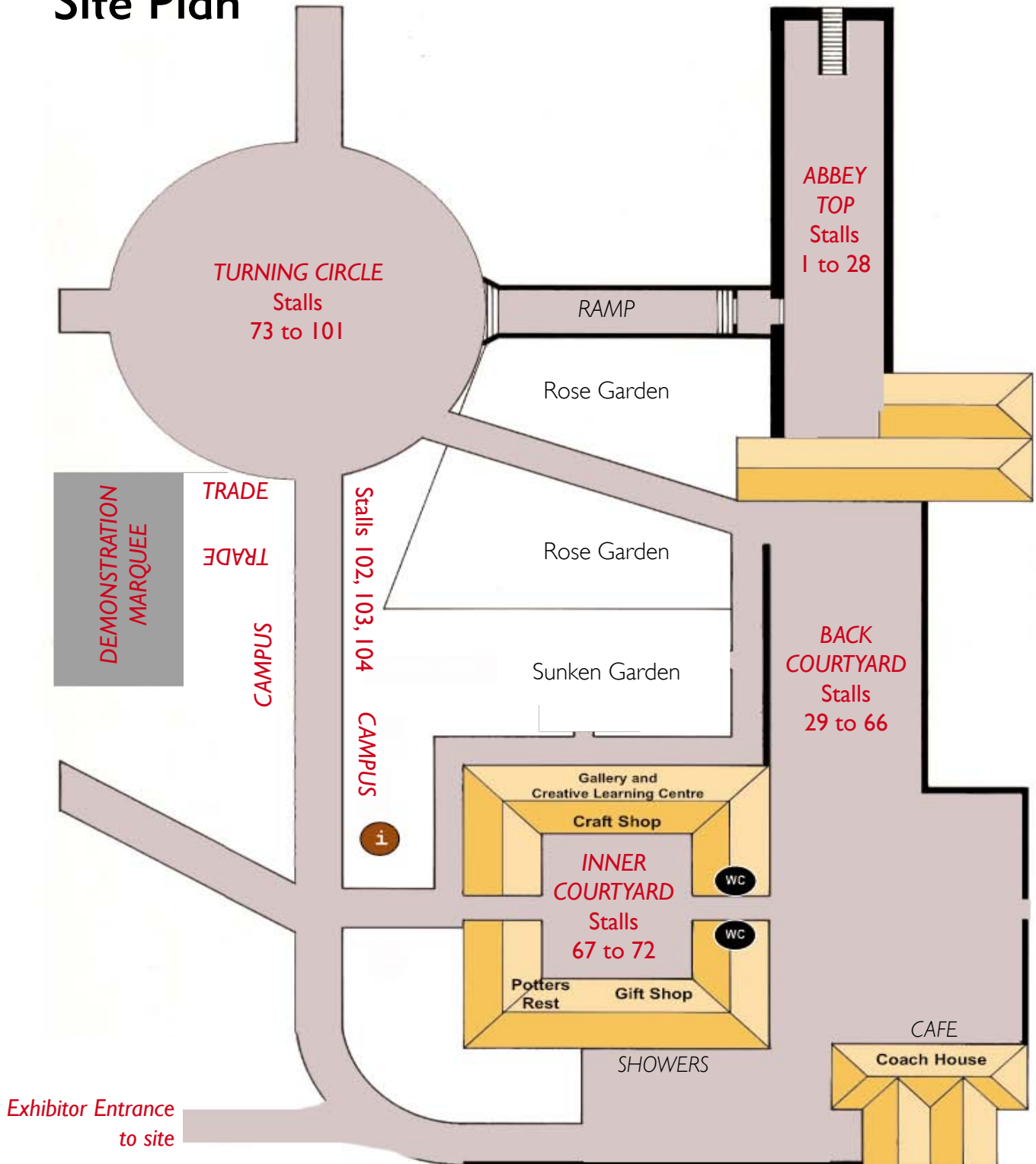
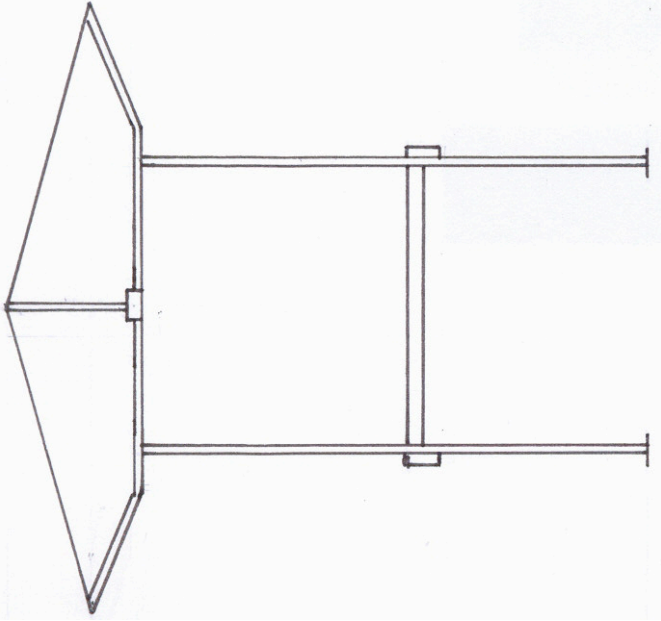


Site Plan

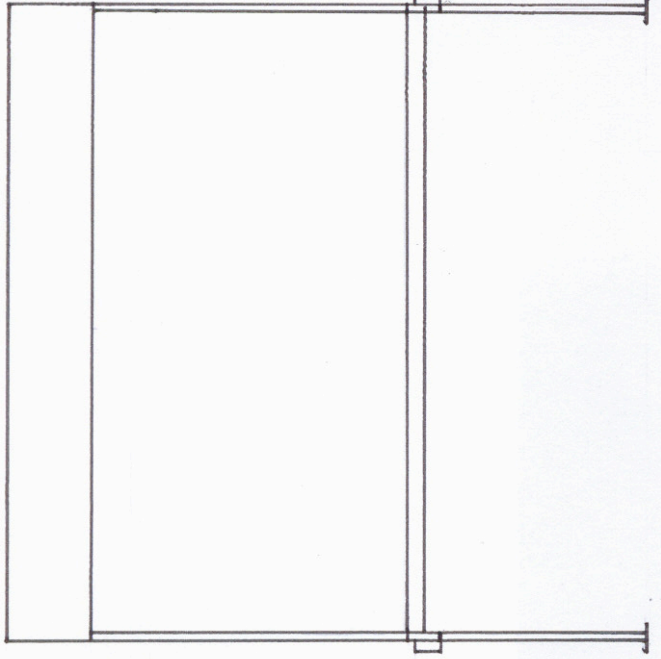


END

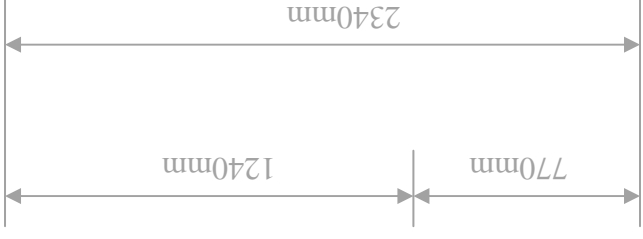


1230mm

FRONT



2470mm



Stall Dimensions

2010 TIMETABLE

- Arrival & Set up** From 12.30 to 19.00 Thursday 24th
The site will be closed to new arrivals at 19.00
- From 07.00 to 08.00 Friday 25th
All vehicles must be moved to the Potters Car Park by 09.00. Vehicles must not be parked in the public car parks. You will be issued with a car park pass on arrival which must be displayed at all times.
- Event times** Earth & Fire is open to the public each day from 10.00 to 17.00
- Departure** From 17.00 Sunday 27th
All vehicles must remain in the Potters Car Park until 17.00. Stalls should be packed up completely before vehicles are brought on to the Earth & Fire site

SPECIAL EVENTS

- Best Stall voting** The public will be voting for 'Earth & Fire Best Dressed Stall' during the event. The winner will be announced on Sunday and will receive a free stall for Earth & Fire 2011!
- Saturday evening** **17.30 CPA AGM in the Demonstration Marquee**
The Craft Potters Association will be holding their AGM from 17.30 onwards
- 17.30 in the Creative Learning Centre** **Join us for a drink**
Non-CPA members are welcome to meet the Arts Team and find out more about gallery hires in the Creative Learning Centre next to the Gallery.
- 19.00 till late** **Curry Night** **£15.00 a ticket**
A chance to relax over a great meal at The Coach House Cafe, *Bring your own drinks!* The buffet will start serving at 19.30 approx
Tickets for the meal will be available from the information stand on Friday and Saturday until 14.00.

FACILITIES ON SITE (and near by)

- Camp Site** Free on-site camping (with basic facilities) is available for exhibitors.
NB: If you are bringing a caravan please contact artsadmin@nottsc.gov.uk or phone 01623 821312.
- Toilets** 24 hr Port-a-loos are available on the camp site. The toilets in the Courtyard open at 09.00 each day
- Showers** The showers are located at the side of the Craft Centre and will be open

between 18.00 – 09.00 Thursday to Sunday and briefly on the Sunday evening for anyone remaining on the campsite.

Drinking Water A drinking water tap is located at the Craft Centre but will be unavailable in the evening.
A second drinking water tap is available outside the courtyard area at the back of the abbey and is available 24hrs.
Please ensure you have your own water carrier, if camping

Refreshments during the event: The Coach House will open for breakfast at 08.00 each day for exhibitors. The café also sells hot and cold food all day but it can get very busy around lunchtime so it is advisable to buy sandwiches early to avoid queuing.

Free tea and coffee is available each day, all day, in the Potters' Rest room in the corner of the Craft Centre courtyard. Please **make sure you bring your own mug** as we will no longer be supplying disposable cups (last year we used over a thousand which just goes to landfill - let's try and save the environment and use hand made mugs!)

Shopping: Tesco Superstore in New Ollerton, 2 miles from Rufford Craft Centre
Thursday 6.00am – midnight Friday 6.00am – midnight
Saturday 6.00am – 10.00pm Sunday 10.00am – 4.00pm

Cash: The nearest cash machine is at the Shell Garage on A614, 1 mile north of the entrance (turn right at exit). Charges may apply. More machines are available at Tesco and in New Ollerton that are free to use.

Telephone: There is no public telephone on site and many mobile networks have limited reception. The nearest public phones are in New Ollerton.

First Aid: Please ask for a Ranger or at the Information Stand during the day. Chemists and doctors are in Ollerton and Edwinstowe.

Credit Card Payments: For potters without their own credit card facilities for customers we will be offering these transactions on your behalf. There will be a small processing fee of 2% on these transactions. More information will be given upon arrival.

Public Liability Insurance: To exhibit at Earth & Fire 2010 you must have public liability insurance for a minimum of £5 million and be valid for use in the UK. You must send a copy of your insurance to Rufford Craft Centre by Friday 14 May.

Public liability insurance can be arranged via:

Membership of 'Artists Newsletter' www.a-n.co.uk

'The Society of all Artists' www.saa.co.uk

Ian W Wallace – Specialist insurer www.craftinsurance.co.uk

ACCOMMODATION NEAR RUFFORD

Good websites to visit for guides to places to stay and eat:

www.visitnotts.com

www.visitnewarkandsherwood.co.uk

www.ollertonandvillages.co.uk

Inclusion in the list of accommodation below does not mean endorsement by the County Council. We have no direct knowledge of the businesses listed and only supply them as an example of the facilities in the area.

Hotels	
The Forest Lodge Hotel Edwinstowe	Tel: 01623 824443 www.forestlodgehotel.co.uk
Ma Hubbards, Edwinstowe	Tel: 01623 822553
Black Swan, Edwinstowe	Tel: 01623 822598
The Hop Pole Hotel, Ollerton	Tel: 01623 822573
Bed & Breakfast	
Scotts Farm B&B Wellow	Tel: 01623 861040 www.wellowpark.co.uk
Brail Farm B&B Eakring	Tel: 01623 870244 www.brailfarm.co.uk
The Cottages Edwinstowe	Tel: 01623 824383 www.thebandbdirectory.co.uk/bed_breakfast/heart_of_england/nottinghamshire/6185
Marion's Manor Edwinstowe	Tel: 01623 822135 www.marionsmanor.co.uk
Self Catering	
Foliat Cottages Wellow	Tel: 01623 861088 www.sherwoodforestholidaycottages.com
Youth Hostel	
Sherwood Forest Youth Hostel	Tel: 01623 825794 or 0845 371 9139 www.yha.org.uk

& FINALLY.....

The Weather!

Earth & Fire is an outdoor event and we can not guarantee good weather, although we will try our hardest!! Therefore BE PREPARED... waterproofs, umbrellas, thermos flasks are all recommended (& for the optimists sun cream). We also advise you bring plastic sheeting and plastic boxes for any spare stock stored under stalls.

We will have staff on duty all weekend so please ask if you need help – we will all try to make your visit to Rufford a happy (and profitable) one.

We look forward to seeing you in June

A to Z of Exhibitors with their Stall Numbers

Jacqui Atkin	94	Rebecca Harvey	46	Fiona Thompson	83
Gwen Bainbridge	48	Rick Henham	80	Ruthanne Tudball	11
Stefan Bang	73	Rachel Holland	98	Craig Underhill	100
Peter Beard	96	Niek Hoogland	87	Pollie & Garry Uttley	70
Steph Black	31	Ashley Howard	68	Willy Van Bussel	27
Matthew Blakely	62	Tim Hurn	45	Josie Walter	72
Charlotte & Sigerd Bohmer	61	Alvin Irving	25	Robin Welch	1
Joy Bosworth	38	Jethro Jackson	99	Meri Wells	71
Jane Bowen	30	Paul Jackson	5	John Wheeldon	7
Daniel Boyle	57	Jeremy James	42	Katherine Winfrey	13
Ben Brierley	85	John Jelfs	4	Rachel Wood	67
Helen Brown	102	Mary Johnson	102	Steve Woodhead	91
Karen Bunting	18	Arwyn Jones	35	Chiu iWu	24
John Calver	37	Laurel Keeley	21	Paul Young	60
Roger Cockram	95	Christy Keeney	12	Northern Potters	103
Nic Collins	47	John Kershaw	92	Eryl Fryer	
Jennifer Colquitt	84	Ruth King	54	Elizabeth Price	
Christine Cox	74	Anna Lambert	3	Penny Withers	
Jane Cox	23	Nigel Lambert	58	The Woodfiring Society	104
Dianne Cross	52	Tony Laverick	56	Carl Gray	
Ben Davies	65	Wendy Lawrence	93	Sarah Villeneuve	
Gerald Davis	66	Roger Lewis	34	David Wright	
Kevin De Choisy	41	Alasdair MacDonell	20		
Bridget Drakeford	19	Sally MacDonell	20	Campus Stands	
Francoise Dufayard	16	Sean Miller	75	Nottingham Trent University	
Sarah Dunstan	49	Toff Milway	81	Manchester Metropolitan	
Nigel Edmondson	29	Sara Moorhouse	8	University Of Derby	
Antje Ernestus	90	Eric Moss	63	West Herts College	
Annabel Faraday	10	Katrin Moye	69	Newcastle College	
Dennis Farrell	44	James Oughtibridge	76	University of Wolverhampton	
Douglas Fitch	50	Claire Palastanga	17		
David Frith	32	Andrew Palin	40	Trade Stands	
Margaret Frith	33	Stephen Parry	78	CPA Books	
Geoff Fuller	82	Elaine Peto	55	Craft & Design Magazine	
Liz Gale	86	Vivienne Ross	51	DLK Developments	
Margaret Gardiner	2	Antonia Salmon	15	Pots from France	
Christine Gittins	36	Micki Schloessingk	64	Potclays Ltd	
Richard Godfrey	43	Mark Smith	39	Poteasel	
Virginia Graham	101	Jenny Southam	6	The Potters Connection Ltd	
Ian Gregory	28	Sheila Spencer	79	Top Pot Supplies	
Mark Griffiths	26	Dan Stafford	53	Valentine Clays Ltd	
James Hake	22	Barry Steadman	14		
Jennie Hale	97	John Stroomer	77		
Lisa Hammond	89	Liz Teall	9		
Sue Hanna	59	Toon Thijs	88		

*Information is correct at May 1st 2010.
but may be subject to change*

ARRIVAL MAP for EARTH & FIRE 2010 Rufford Abbey

entrance to site from A614



ALL exhibitors should report to Reception



Route for All trade, All Campus & Stalls 1 to 28 AND 73 to 104



Route for Stands 29 to 72



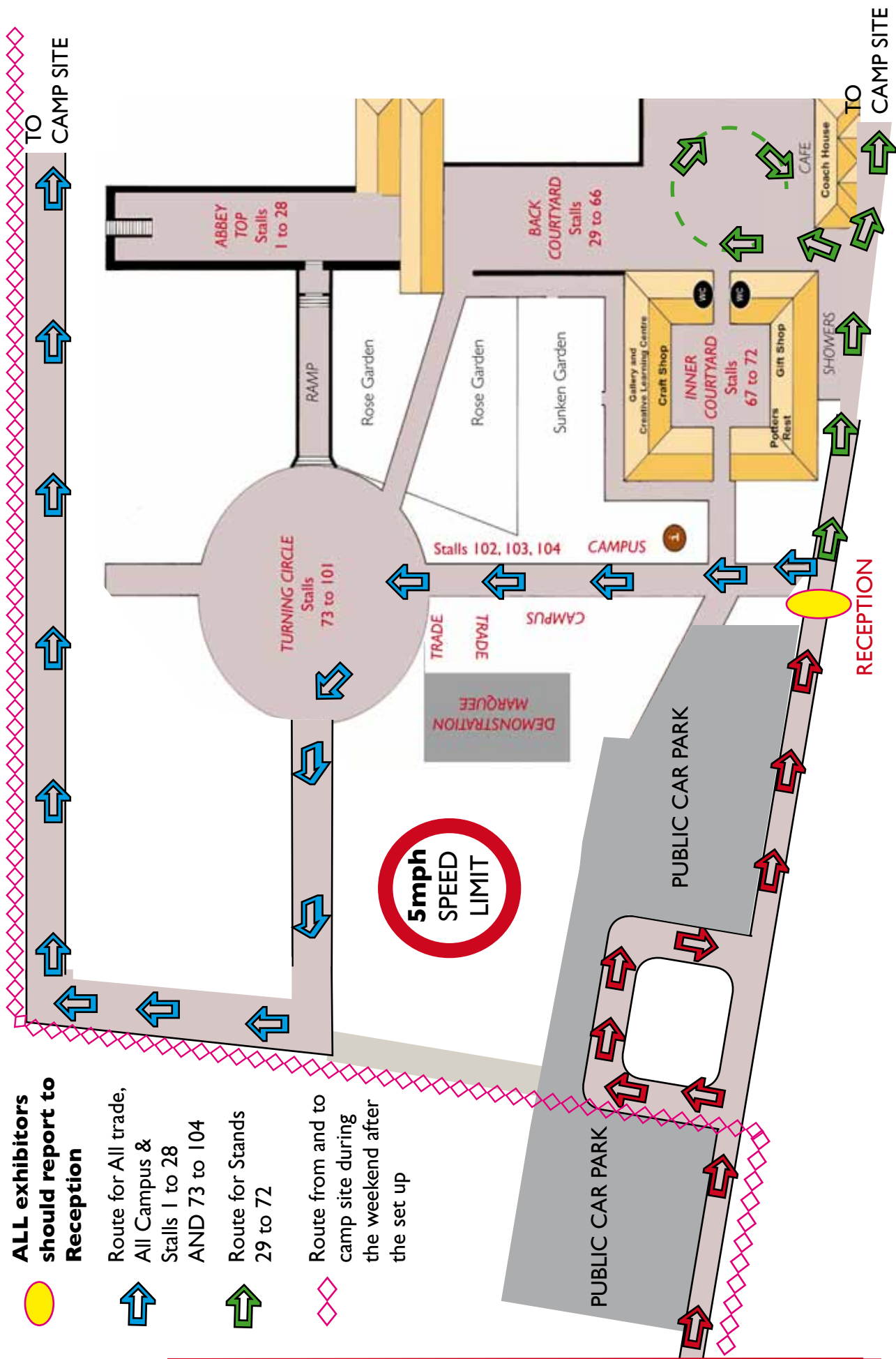
Route from and to camp site during the weekend after the set up



A 614 from AI NORTH & Doncaster



A 614 from Nottingham



RECEPTION

TO CAMP SITE

TO CAMP SITE