

# GRAMPIAN TRANSPORT MUSEUM TRUST

## EVENTS & SITE USE HIRE CHARGES FOR 2015

*Note: full details and hire agreement will be issued to all interested parties on request.*

### 1. INDIVIDUAL CIRCUIT HIRE

For vehicle testing and brake suspension adjustments. Available weekdays only for one hour, 10 to 11am, with arrival allowed from 9.30am. **£50 (incl. VAT)**

### 2. CLUB & GROUP CIRCUIT HIRE

#### a) Free of Charge Admission to Public

For testing, trials, events where the public are allowed free of charge admission  
8 hours max. on site duration (between 9am & 5pm)  
**£350 plus VAT (plus GTM staff costs if required at £20 an hour plus VAT)**

#### b) Admission Charge to Public

For testing, trials, events where the boundary is closed and admission charged to the public  
8 hours max. on site duration (between 9am & 5pm)  
**£350 plus VAT & 25% of gross gate receipts**  
**(Plus GTM staff costs if required at £20 an hour plus VAT)**

#### c) 'Special Stage' / Drive Through Event / Motor Tour / Photo Session

3 hours max. on site duration (between 9am & 5pm) **Includes museum visit - £15 per head**  
1 hour max. on site duration (between 9am & 5pm) **Excludes museum visit - £10 per car**

### 3. CLUB & GROUP HIRE OF Paddock AREA (NO USE OF CIRCUIT)

For rally, gathering, BBQ, picnic, etc. with or without free public access  
3 hours max. on site duration (between 9am & 5pm) **Includes museum visit - £10 per head**  
**Excludes museum visit - £6 per car**

### 4. MOMENTUM & OTHER EDUCATIONAL GROUPS

#### a) Circuit Hire

6 hours max. on site duration (between 9am & 5pm) **£100 (incl. VAT)**

#### b) Under the Bonnet Workshop Session

2 hours instruction in the Collections Centre **£100 (incl. VAT)**

### 5. REGISTERED CHARITIES SITE HIRE

Donations at approximately 50% of the rates above will be the basis of negotiation  
**(Plus GTM staff costs if required at £20 an hour plus VAT)**

### 6. DRIVER TRAINING / DRIVING EXPERIENCES CIRCUIT HIRE

8 hours max. on site duration (between 9am & 5pm)  
**Individual vehicle / driver - £175 plus VAT** **Multiple vehicles / drivers - £500 plus VAT**  
**(Plus GTM staff costs if required at £20 an hour plus VAT)**

### 7. COMMERCIAL SITE HIRE (CIRCUIT & Paddock AREA)

For corporate days, car launches, press days, etc.  
8 hours max. on site duration (between 9am & 5pm)  
**£600 plus VAT (plus GTM staff costs if required at £20 an hour plus VAT)**

## PLEASE NOTE:

### EVENT RISK MANAGEMENT CATEGORY

Grampian Transport Museum Trust (GTMT) provides the use of its facilities to responsible organisations for a variety of events. The Trustees are committed to the safety and welfare of all those who use the facilities including the general public who attend such events. In order that the Trustees can be sure they discharge their formal duties and legal obligations all users of the facilities must declare the nature of their proposed event under the following categories. Each event category will require specific details to be submitted so that the Trustees can be sure their duties have been effectively discharged and the event can be safely enjoyed by participants and spectators alike.

**Any event involving Mechanically Propelled Vehicles (MPV) using the arena track must as a minimum meet the recommended requirements of the International Organisation of Professional Drivers (IOPD). In completing the hire agreement you will do so having declared your activity to be one of the following categories for the purpose of risk management and licensing:**

#### **Category 1:**

An activity which uses the track and involves elements of speed and elevated risk. The event is recognised, licensed and permitted by the sports governing body and is to be run under the guidelines and controls recommended by the sports governing body. An example would be the Alford Sprint run under the auspices of the Motor Sports Association or a motor club that wishes to run demonstrations with an element of speed on the road circuit would be permitted by IOPD. Grampian Transport Museum Trust will hand over the facilities to a registered club or organisation after having first satisfied itself the event will be run under the aforesaid rules and licences, and will be independently verified by stewards. The club or organisation will provide qualified marshals, scrutineers and stewards and will take full liability for the event. **The organiser has prime responsibility and liability for all activities under its control.**

#### **Category 2:**

An activity which is organised or co-organised by the Grampian Transport Museum Trust and will run under GTMT (and IOPD where applicable) management systems. Contributors, participants, traders and ride owners will be required to provide information relating to their planned activities, risk assessment and controls. GTMT will be responsible for reviewing the assessments, plans and controls and ensuring they are carried out on the day. It is possible that a programme item within this category will fall into 'Category 1'. In such cases the specific programme item organiser will be responsible for submitting the information required by that category and demonstrating that the governing bodies' rules will be met during the event. GTMT may provide trained marshals, stewards and scrutineers if required. GTMT will retain responsibility and **liability for the main event.**

#### **Category 3:**

Events where a third party wishes to hire the GTMT facilities for activities other than a 'Category 1' or 'Category 2' event and which is considered to be low risk – for example, car club meetings, displays or demonstrations.

Events which are outsourced to be organised and run by event management companies and are considered low risk to GTMT also fall under this category in which case GTMT will still require documented evidence that risks have been identified, assessed and effective controls are in place; that insurances are appropriate and valid and that any licences and permits are in place. GTMT will have **limited responsibility or liability** for such events.