

TRADER'S TIMELINE & CHECKLIST

JUNE	CREW TICKETS ISSUED Allocate, send and download tickets ASAP and ask your crew to to complete the site safety check
4TH AUGUST	DEADLINE FOR ALLOCATING CREW TICKETS
MONDAY/TUESDAY/ WEDNESDAY 18th/19th/20th August	TRADER ARRIVAL DAYS All traders must arrive to site on these days. NOTE: Sitewide restriction on vehicle movement from 18:00 Wednesday
EVENT TRADING TIMES Thursday 21st – Sunday 24th August	SHAMBALA EVENT TRADING TIMES Trading is permitted from 14:00 Thursday 21st August until close on Sunday 24th August *Some campsite facing outlets may be permitted to trade on Monday 25th August until 12:00. This is strictly only by permission of the Trader Managers.
MONDAY 25th August 14:00	TRADERS CAN BEGIN TO LEAVE SITE FROM 14:00 Please do not break frontage before 14:00 for shared security. In wet conditions seek advice from Trader Managers on best routes and any changes to departure times.
25TH AUGUST - 13TH SEPTEMBER	SUBMIT YOUR BANK DETAILS FOR TRADER BOND REFUNDS We need: Bank name, Account name, Account number, Sort code. Deadline for Trader Bond refund is 30th November. Please note we cannot carry over bonds to the following year.
30TH NOVEMBER	DEADLINE FOR ALL ACCOUNTS We close our year accounting on the 30th November. Trader bond refund requests must be received by this time.