

Further to my email of 27 July 2015, I am now in a position to respond to your request for information of 23 July 2015, which was:

Please advise of the costs associated with your attendance at the Royal Welsh Show 2015.

From the information we have collated to date the total is £17,343.25 including VAT where applicable. Please note that this amount includes some staff expenses claims, but there may be additional claims that have not yet been made. Please note that elements of the aforementioned amount are our best estimate. For example, we do not hold recorded information for the amount of some promotional items that we gave out. Furthermore, some of the items used were from existing stock and were not bought specifically for our attendance at the event. Nevertheless, we have included them in our calculations for completeness. Also, certain items that we purchased will be re-used at future events. I will contact you again when we have collated all remaining information and we will publish the final total on our website in due course.

Please break down as far as possible to:

- 1. Rent paid for the pitch**
- 2. Cost of the set up [including any graphics, trailer, equipment and staff time etc) and dismantle**
- 3. Cost of the freebies handed out (water bottles, trolley coins, balloons and colouring pencils etc) I hope you paid 5p plastic bag tax you gave the 'freebies' in. please confirm.**
- 4. Cost of staff time to man the stand over the 4 days including any expenses**

My response to each of your questions is as set out below. Please note that the costs set out below include VAT where applicable.

1. £973.44 (this price included water supply and twelve show passes)
2. £3,410.93. Please note that certain items used for the set-up, such as poster boards, will be re-used for future events.
3. Our best estimate is £1,617.96. Please note that an estimated £432.10 of this amount was existing stock rather than being bought specifically for the attendance at the Royal Welsh Show. Please note that the carrier bag charge does not apply to the Wales Audit Office because we are not a retailer. The charge does not apply to free items. Furthermore, the carrier bags that were used were from existing stock.
4. £11,261.16. Please note that this amount includes some staff expenses claims, but there may be additional claims that have not yet been made. As I mention above, I will contact you again when we have collated all remaining staff expenses claims and we will publish the final total on our website in due course.

I have not applied any exemptions, however if you wish to complain about my handling of your request, please email or write to me.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

Ian Phillips

Further to my email of 18 August 2015, I am now in a position to provide you with the final cost of our attendance at the Royal Welsh Show. The previous figure I gave to you was £17,343.25 including VAT where applicable, but as I set out in my email of 18 August 2015, that amount was subject to any remaining staff expenses claims. We have now received all staff expenses claims and the total cost of our attendance was £17,903.27 including VAT where applicable.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

Ian Phillips