



## TRADE SPACE APPLICATION/TAX INVOICE 2018

### APPLICANT INFORMATION

I wish to lodge an application for Trade Space at the Narrabri Show in accordance with the following details:

Trading name:

Contact name:

Mobile:

Email:

Phone:

Mailing address:

Town:

State:

Postcode:

#### GST Declaration (must be completed)

1. My involvement in exhibiting is based on a hobby Yes  No  *If yes, sign here. If no, go to Q2:*

2. My organisation is registered for GST Yes  No  ABN:

Signature:

Date:

Public Liability Insurance (a copy of Certificate of Currency must be attached or select cover in charge schedule below):

Company:

Policy #:

Cover period:

Category of goods being sold (tick those that apply): Food and beverage  Arts and crafts  Showbags and novelties  Household items  Clothing and other apparel  Other

Details of items being sold (please refer to the banned items list on page 2 of this form):

Power required Yes  No

Water required Yes  No

#### FEES (all fees quoted are inclusive of GST)

Category	Number Required	Fee *	Amount
<b>Inside space:</b>			
Small site (3m x 3m)		\$ 130.00	
Medium site (6m x 3m)		\$ 280.00	
Large site (over 6m)	Contact Steward		
<b>Outside space:</b>			
Small site (3m x 3m)		\$ 110.00	
Medium site (6m x 4m)		\$ 250.00	
Large site (over 6m)		\$ 385.00	
<b>Camping</b> – This charge is for the nights 3-6 May 2018, a charge of \$15/night applies for additional nights. Please circle accommodation type that you have Caravan, Campervan, Truck, Ute/canopy, Tent so appropriate site can be allocated		\$ 30.00	
<b>Public Liability Insurance</b> - Certificate of Currency must be included with application, charge for insurance if no certificate provided		\$ 30.00	
* Fee includes gate entry pass for 2 adults		<b>Total</b>	\$

Direct Deposit, Cheque or Money Order - Please use reference: TRD {Company Name}:

BSB: **032 558** Account: **680574** Account Name: **NARRABRI SHOW SOCIETY INC.**

#### CONDITIONS AND WAIVER FORM

1. Read and sign Narrabri Show Trade Conditions (Page 2) and Waiver Form (Page 3)

**Note:** An application will not be considered until the completed Application Form (total of 3 pages); a certificate of currency for public liability insurance (or a request and payment is received for consideration to be included under Narrabri Show Society Inc. public liability insurance); and full payment is received.

## TRADE CONDITIONS 2018 NARRABRI SHOW

1. Please ensure all information is enclosed in the application as incomplete applications will not be considered for site allocation.
2. Applications for a Trade Space must be accompanied by payment of the fees/charges as detailed on the Application Form. Payment in full is required at time of application and sites are allocated as payment is received.
3. Cancellations - charges paid will be refunded on request if notification is received by 4.00pm on the Monday prior to the Show. A site booking fee of \$50 will be retained after this date.
4. Public Liability Insurance - A copy of a current insurance cover must be returned with this form; or an additional fee of \$30 is charged if the exhibitor does not have Public Liability Insurance and is to be included in the Show Society's Insurance Scheme (if eligible).
5. Pavilion trade space is limited and not all applications may be successful.
6. Trade space is allocated in lots of three (3) metre frontage.
7. Electrical connections
  - a. All Trade Stall Operators intending to bring electrical equipment to the Showground will be required to ensure that such equipment is fitted with earth leakage circuit breakers and that all electrical leads, tools and appliances have been inspected and tagged by a competent person to standard AS/NZS 3760: 2010. This is a requirement of the *Work Health and Safety Act 2011* (NSW). Please check all your electrical equipment and leads before you arrive to ensure adherence with these conditions.
  - b. All electricity leads are to be appropriately covered or elevated across traffic areas
  - c. No electricity cords are to run into a pavilion, they must be plugged into power box on a single continuous lead
8. Stall owners and operators are required to comply with Work, Health and Safety (WHS) laws and have in place their own WHS policy and safe systems of work for their activities. All exhibitors must conduct a risk assessment on the equipment or exhibit activities that they will be undertaking during the Show and provide a copy of the risk assessment on request to the Trade Steward.
9. The NSW Government require all food preparation business (including mobile food vendors) to have at least one staff member certified by the completion of an accredited food hygiene training course. Food Safety Licensee's must comply with all laws and meet the statutory requirements of all relevant legislation including the *NSW Food Act 2003*, *Food Regulation 2015* and Food Standards Code.
10. Displays must not be dismantled or removed before 6.00pm on the Saturday of the Show without the permission of the Trade Steward. Pavilion displays must be removed by 4.00pm on the Sunday after close of Show and all Outdoor displays must be removed by 5.00pm Sunday after the close of the Show or additional ground rental may be charged.
11. All areas must be left clean and rubbish placed in industrial waste bins located at designated areas on the grounds, not in the small individual rubbish bins intended for general waste collection.
12. The display of advertising materials is restricted to the area occupied by the space holder.
13. Gambling and the sale of raffle tickets is strictly prohibited unless approval in writing has been provided by the Narrabri Show Society Inc. and other appropriate permits are held where required.
14. Vehicles will not be permitted access to the pedestrian areas of the showground after 9.00am each day. All stallholders are requested to organize deliveries prior to this time and notify your suppliers of this condition.
15. The Narrabri Show Society Inc. may attempt to minimise the duplication of trade stalls of the same goods and/or services as we encourage a diversity of vendors, however the Narrabri Show Society Inc. does not provide exclusivity.
16. This document does not constitute an offer but is issued only to solicit proposals. The Narrabri Show Society Inc. reserves the right to reject any proposals and its decision will be final. The Narrabri Show Society Inc. is not required to enter into any correspondence regarding reasons for non-acceptance of any application.

## LIST OF BANNED ITEMS AT AGRICULTURAL SHOWS

(Indicative only, please refer to current list at <http://www.agshowsnsw.org.au>)

- Drug Related Goods (including Cocaine Kits, Bongs etc)
- Explicit and Hardcore T-Shirts
- Fake Cigarettes
- Fireworks - Crackers
- Fuel Type Fire Lighters (Zippo)
- Horns and Trumpets
- Knives (including Pen Knives) (excluding appropriately packaged kitchenware sets)
- Pressure Pack Fart Gas
- Silly String
- Water Bombs
- Electric Hands
- Laser Pointers
- Metal and wooden Martial Art Nunchakas
- Playing Cards (Nude or Lurid)
- Pressure Pack Snow
- Stink Bombs
- Bouncing Beans
- Toy Guns are acceptable, however, the following are NOT:
  - Ball Bearing Guns
  - Eight Shot Caps
  - Pellet Guns
  - Pop Downs (Throw Downs)
  - Potato Guns (Bullet Type)
  - Roll Caps
  - Strip Caps
  - Water Pistols over 150mm (6")

I declare that the information provided on this form is correct and I agree to abide by conditions as listed:

Signature:

Date:

## PARTICIPANT RISK ACKNOWLEDGEMENT & WAIVER

The Agricultural Societies Council of New South Wales Limited and the Narrabri Show Society Inc. (together **the Suppliers**) advises that participation (including passive participation) in events or activities at an agricultural show contains elements of risk, both obvious and inherent.

\_\_\_\_\_, for and on behalf of \_\_\_\_\_ hereby agree that the following conditions are to apply in consideration of the right to trade as separately agreed at the Narrabri Show on the 4, 5 and 6 May 2018 (**the Event**).

1. I acknowledge that I am responsible for ensuring the safety of Narrabri Show patrons and their property;
2. I agree to indemnify the Suppliers., their Officers, Committee Members and/or their Agents in respect of bodily injury to myself or any person or damage to property caused or contributed to by my acts or omissions or by my animal(s), except as might be covered by any specific insurance taken out by me or on my behalf to cover such liability;
3. I acknowledge and agree that my participation in the Event and associated activities is a danger and may have inherent risks as a result of which personal injury (and sometimes death) may occur. I accept and assume all such risks of personal injury or death in anyway whatsoever arising from these activities and hereby waive my individual right to sue the Suppliers for all claims I or my representatives may have for such personal injury or death against the Suppliers in any way whatsoever arising from or in connection with these activities;
4. I acknowledge that I am required to hold a current policy of insurance covering all my personal property, including equipment, machinery and stock, and the Suppliers will not take out such insurance on my behalf;
5. If I suffer injury, loss or damage (**Loss**) while participating in the Event, I will not hold the Suppliers, their employees or agents legally responsible for any Loss I suffer. I will not sue the Suppliers, their employees or agents for any claims, costs, damages or liability;
6. I agree to release the Suppliers and their employees from legal responsibility for the services I have been provided and/or activity I have participated in;
7. I agree that participation in the Event requires certain skills and experience. I declare that I have sufficient skills and experience to be able to safely and properly participate in the Event;
8. I am responsible for ensuring that I have and will wear equipment suitable for safely and properly participating in the Event;
9. I am responsible for the condition of any tools and equipment and ensuring that they are appropriate for the Event;
10. I use the facilities supplied for the Event entirely at my own risk, as I find them and with the prior acceptance of the risk of possible danger to me;
11. I acknowledge that part of the Event is held outdoors and that there are risks to me as a result of the weather conditions, including either extreme hot or cold weather, rain or wind;
12. I will not consume any alcohol or illicit drugs while participating in the Event and agree that such use may result in my being excluded from the Event or other events with no entitlement to any refund of money paid for entry to the Suppliers;
13. I agree to be bound by the rules and guidelines of the Agricultural Societies Council of New South Wales Limited and agree to comply with conditions, rules and regulations as stated by the Narrabri Show Society Inc. as varied from time to time;
14. Nothing in this agreement is intended to affect any rights otherwise afforded by the *Trade Practices Act 1974* or any State Fair Trading Legislation.

I agree that I have read and understood this waiver prior to signing it and agree that this waiver will be binding on my heirs, next of kin, executors and administrators. I acknowledge that the Suppliers have permitted me to participate in the activity the subject of this document in reliance upon the matters acknowledged by me and the representations I have made herein. I agree that this waiver shall be governed in all respects by and interpreted in accordance with the laws of New South Wales.

NB: Persons under the age of 18 must have an authorised adult person to sign forms otherwise they will be unable to operate.

Name:	
Signature:	Date:

OFFICE USE ONLY			
Date:		Receipt number:	
Public Liability		Waiver	
Signature:		Entered:	