

2017 SITE CONTRACT



t/a Gympie District Show Society Inc.
 Gympie Showgrounds
 PO Box 478
 77 Exhibition Rd
 Gympie Qld 4570

EXHIBITOR DETAILS

Exhibitor Name:		
Contact Name:		
Email:	ABN:	
Phone:	Mobile:	
Postal Address:		
Town/City	State:	Postcode:

INSURANCE Yes, I agree to hold public liability insurance (**IMPORTANT: Please attach copy**)

Insurance Company Name:		
Policy Number:	\$Cover: 20mil Minimum	Expiry Date: / /20

SITE BOOKING DETAILS

Do you require Water	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you require Electricity	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Type of connection required	Single Phase 240Volt <input type="checkbox"/>	3 Phase 415Volt <input type="checkbox"/>
Please specify	10amp Plug <input type="checkbox"/>	15amp Plug <input type="checkbox"/>
Pavilion Only – do you have	Marquee <input type="checkbox"/>	Partitions <input type="checkbox"/>

PRODUCT DESCRIPTION: Please indicate the products you will be selling at our show:

SITE AND PRICES

Pavilion: <input type="checkbox"/> \$90 per Frontage metre includes GST (Carpet is a requirement for each Site)	Outside Space: <input type="checkbox"/> Track <input type="checkbox"/> Pavilion \$75 per Frontage metre includes GST	Machinery Alley: <input type="checkbox"/> \$50 per Frontage metre includes GST
All Exhibitors and their workers receive 3 day passes at a discounted price of \$5ea, with a limit of 10	How many armbands are required: Adult: _____	Please supply a list of names if more than 10 armbands are required Armbands must be worn at all times

COST OF SITE APPLICATION

Pavilion	Outside	Machinery Alley
Frontage _____ x 2mtr or _____ x 3 mtr	Frontage _____ x 3mtr Or _____ x 6mtr Track	Frontage (Depth varies from 17m to 22m)
\$90 x ___mtr = \$	\$75 x ___mtr = \$	\$50 x ___mtr = \$
Bond \$ 100.00	Bond \$ 100.00	Bond \$ 100.00
Total Site Fee \$	Total Site Fee \$	Total Site Fee \$
Passes @ \$5 x <input type="checkbox"/> \$	Passes @ \$5 x <input type="checkbox"/> \$	Passes @ \$5 X <input type="checkbox"/> \$
*Camping @\$30.00 \$	*Camping @\$30.00 \$	*Camping @\$30.00 \$
Total Fee's Owing \$	Total Fee's Owing \$	Total Fee's Owing \$
50% Deposit \$	50% Deposit \$	50% Deposit \$
Balance Owing \$	Balance Owing \$	Balance Owing \$

***CAMPING: \$30 for duration of show (only one site per vendor), please tick days.**

Wednesday	Thursday	Friday	Saturday
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EXHIBITOR PARKING ON YOUR SITE (if available)

Vehicle Type:	Size (Length and Width)
Registration Plate:	

DEPOSIT AND BOND

Deposit 50% must be paid with your return of the Site Agreement to guarantee a site allocation by the 31st March 2017 By 5pm. Bond \$100 will be paid after the show as per regulations.

BOND REFUND DETAILS:

Direct Debit Refund:		
Account Name:	BSB:	A/C No.:
Credit Card Refund:		
<input type="checkbox"/> Visa <input type="checkbox"/> Master Card	Cardholder Name:	
Card Number:	CVV:	Expiry Date: / /20

PAYMENT DETAILS:

Cheque: made payable to Gympie District Show Society Inc.	Direct Deposit: BSB: 034 127 Account: 256 420	Payment Ref: Business Name/Invoice #
Credit Card		
<input type="checkbox"/> Visa <input type="checkbox"/> Master Card	Cardholder Name:	
Card Number:	CVV:	Expiry Date: / /20
Amount to Deduct	\$	
FINAL PAYMENT MUST BE LODGED BY THE 28th APRIL 2017 BY 5PM TO SECURE POSITION		

DECLARATION:

I hereby acknowledge having read the terms and conditions of the Application Agreement and Site Contract Rental Condition in this prospectus and agree to be bound by these terms and conditions. I agree to provide Public and Product Risk Insurance Certificate of Currency. If I sign this application as an employee, servant or agent of the participant, I warrant that I have the authority to enter into this agreement on behalf of the participant and agree to be personally bound by the terms and conditions of the agreement.

Company Name:	This form is also available at www.gympieshow.com.au Please complete and return to Email: secretary@gympieshow.com.au or post: PO Box 478 Gympie Qld 4570 P: 5482 1721
Authorised by Print:	
Signature:	

OFFICE USE ONLY		
Site No: Area:	Invoice No:	Booking Deposit: \$
Site Charge: \$	Deposit Paid: \$	
Additional Charges: \$	Receipt No:	
Total Costs: \$	Balance Owing: \$	ABN: 13 216 319 725

SITE CONTRACT RENTAL CONDITIONS

IT IS IMPORTANT THAT YOU READ AND UNDERSTAND THESE CONDITIONS FULLY

1. All applications are to be in our hands by 31st March 2017 by 5pm with your 50% deposit
2. All site holders must have full payment must be made by 5pm 28th April 2017, this confirm your booking. Passes will not be issued to any exhibitor whose site is not paid in full. Cancellation of a site booking must be in writing. The bond fee of \$100 is liable to forfeit on cancellations received up to 31 days prior to the show. Full charges apply to site/s cancelled within 31 days of the show.
3. Whilst every effort will be made to allocate a preferred site, no guarantees can be given or assumed.
4. Exhibitors will be able to access the grounds to set up from the Monday prior to the show between the hours of 8.00am – 5.00pm no vehicle access from 8.00am Thursday to site. Please contact the space steward in regards to your site position. All site exhibits must be manned for the open hours of the show period.
5. Exhibitor passes - **3 day pass**: - Each Exhibitor can purchase these at \$5 per pass with their site application. Your Exhibitor Kit will be available at show office on arrival.

Single Day Pass: will be a cost of \$5 each and will be limited to 3 passes.

Community Service Group: 3 day or Single passes will be available at \$5 each with a limit of 10.

6. Security will be on-site full time from Wednesday 17th May 2017.
7. Exhibitors can access the Pavilion from 7.00am Thursday (doors open to the public 10.00am). The Society shall determine when the Show shall be opened to the general public and this management decision as to such hours will be final and conclusive.

ADVERTISED OPEN HOURS FOR THE PAVILION.

Thursday: Open: 10:00am Closed: 9:00pm

Friday: Open: 9:00am Closed: 9:00pm

Saturday: Open: 9:00am Closed: 5:00pm

8. Exhibitors must remain trading up to their agreed closing time. Sites found unmanned or closed will forfeit their bond.
9. Please note: The movement of vehicles is prohibited from 8.00am
10. Display stands must be completed by 8.30am on each day of the show. Display, stall and fixtures must not be dismantled, nor goods or materials removed before the agreed closing time of the section you are in.
11. All subsequent plumbing, carpentry and electrical requirements remain the responsibility of the exhibitor.
12. Only those goods of the nature stated on the site application are to be displayed or sold.
13. No subletting, selling, canvassing, hawking or distribution of printed or other matter will be permitted outside of your site area. Failure to comply with this stipulation will warrant the confiscation of such articles/goods and the eviction of offending persons from the Gympie Showgrounds.
14. Exhibitors, their representatives and employees will conduct themselves in an orderly, fair and respectable manner whilst said persons are on the Gympie Showgrounds. Alcohol must NOT be consumed on exhibit stands.
15. Site application must include actual frontage measurements, including tow bar lengths and shutter/shade extension, which remain subject to standard rates of payment.
16. Application must state specific power requirements i.e.: single or three phase connection and total amperage. N.B any site holder requiring 3-phase power, where there is no current connection, a Fee of \$250.00 will apply.

17. It is recommended that each Trader/Exhibitor hold a current Public Liability Policy, the minimum amount approved for the 2017 Gympie Show is \$20,000,000.00 minimum.
18. Site holders must observe all provisions of the food and health regulations.
19. No Raffles or Art Unions Permitted
20. It remains the responsibility of the exhibitor/trader to ensure cleanliness and tidiness of occupied positions for the duration of the show. The Society will arrange for general cleaning of aisles and passageways daily.
21. It is agreed that the Gympie District Show Society Inc., will not under any circumstances be held responsible for any loss or damage to the stock in trade etc., or any part thereof of any site holder or exhibitor from any cause whatsoever.
22. The Gympie District Show Society Inc. will not be held responsible for any accident, which may occur in connection with his/her business, and the site holder shall save the society harmless and indemnify it against any legal proceedings arising from every such incident. The Society will not under any circumstances be responsible for any loss or non-delivery of exhibits at the Gympie Show Society's Annual Show or for damage done thereto.
23. The society will use its best endeavours to ensure the supply of standard services, but it shall not incur any liability to the Exhibit/Site holder for losses, damages or expenses or otherwise if through strike, lockout, accident, force majeure or other cause beyond the control of the Society if any services shall wholly or partially fail or cease to be available, nor shall the Exhibitor/Site holder be entitled to any allowance in respect of rental due or paid under this agreement.
24. Although public address systems are not officially banned, the use of same must be governed and will be strictly monitored by the Show Society. Any persons found to be using systems which are found objectionable to other site holders, the general public or by members of the Show Society, remain liable to have the offending equipment confiscated for the remainder of the show.
25. Compliance with the rental conditions and returning the site to pre-show condition on inspection of the space steward or pavilion chief steward will allow the \$100 bond to be returned to the Exhibitor/Site Holder.
26. All site workers and holders must wear armbands at all times no excuses.
27. No dogs allowed on grounds, only exemption to this rule will be for Dog Show Exhibitors and health support dogs.
28. **Items banned at Agricultural Shows** – Drug related goods, explicit and hard core t-shirt, fake cigarettes – fireworks – crackers – fuel type fire lighter (Zippos), Horns and trumpets, Knives (including pen knives), Laser Pointers, Metal and wooden martial art nunchucks, nude or lewd playing cards, Pressure pack snow, silly string or stink bombs, Ball bearing guns, Eight shot caps, Pellet guns Pop downs (throw downs), Potato guns, replica guns (bullet type), Roll caps, Strip Caps or Water Pistols over 15mm (6”).

ALL SERVICE VEHICLES MUST BE REMOVED FROM WITHIN THE SHOWGROUNDS BY 8.00AM DAILY. THIS CONDITION WILL BE STRICTLY ENFORCED AND OFFENDING VEHICLES WILL BE TOWED AWAY FROM THE SHOWGROUNDS AT THE OWNERS EXPENSE.
ALL VEHICLES MUST TRAVEL AT A SPEED OF 10KM OR LESS WITH THEIR HAZARD LIGHTS ON.
ALL VEHICLES FOUND PARKED IN NON-PARKING AREAS WILL BE TOWED AWAY.

EXHIBITOR HEALTH AND SAFETY POLICY: -

1. We the exhibitor have an assigned person responsible for health and safety matters.
2. We have a duty to co-operate with other exhibitors and the GDSS when sharing exhibition space whether temporarily or permanently.
3. We understand the fire and emergency regulations of the GDSS and we know where medical services and emergency assembly points are located.
4. We will maintain our exhibit ensuring walkways are kept clear and free from any hazardous materials.
5. We will ensure all hazardous liquids are safely stored.
6. We will ensure that all electrical leads and appliances being used in our exhibit have been tested by an authorised electrician and show a current test tag. (We agree that any leads found “untagged” will be removed

until the exhibitor arranges for it to be tested by the GDSS's appointed Electrician at the Show. We the exhibitor agrees to pay the Electrician directly for any testing required during the show.)

7. We ensure that all vehicles (including for loading/unloading) are driven by qualified personnel only and that all equipment including slings etc: are to have appropriate test certificates available for inspection.
8. We ensure that for unloading/loading of all machinery/vehicles to have a spotter present and a contingency plan in place for safe loading/unloading in poor weather conditions or in poor light.
9. We ensure that all display materials, fencing, scaffolding, towers; ladders are properly used and secured.

My employees, agents and I shall be bound by the rules and regulations as set by the Gympie District Show Society Inc.

I have enclosed a copy of my current Public Liability Insurance Policy.

I understand it is my responsibility to have all the electrical equipment and fire safety equipment I use on my stall to have current testing and tagging. Failure to comply with this requirement may lead to the closing down of my stall until the matter is remedied.

Name of Authorised Person: _____

Signature of Authorised Person: _____ **Date:** _____

PLEASE HAVE THIS FORM ON HAND WHILE AT OUR SHOW

FIRE EVACUATION PLAN:

- Please ensure exits are kept clear at all times.
- Take note of:
 - Fire hose points
 - Exits
 - Evacuation Assembly Points

In the event of fire contact the Fire Brigade on 000.

Then contact either Show **Secretary 0408 827 257** or **Operations Manager: Joe Mooney 0477 451 961**

EXHIBITOR INSURANCE: -

- Whilst the GDSS will take every precaution to protect your property during the show, we are not responsible for any loss or damage. We insist that you avail yourself of adequate insurance. You are responsible for insuring against any legal liability incurred in respect to injury or damage to property or persons belonging to third parties. Please ensure you are covered in terms of the cost of taking a space at the Gympie District Show being abandoned, cancelled or curtailed due to reasons beyond our control.

