**Application for Trade Space**

**Friday 8th March & Saturday 9th March 2024**

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| --- | --- |
| **Business/Site Name:** |  |
| Contact Person: |  |
| Address: |  |
| Phone No.: |  |
| Email:  **Please Print Clearly** |  |
| Products sold/displayed  (all saleable items must comply  with QCAS regulations) |  |
| Blue Card Number/s  Including any itinerants |  |

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| --- | --- | --- | --- |
| Fees (inc.GST)  **Space**    Outside $35/m  Food/Beverage $275 | Power  No. of power points:…  Single Phase $20  3 phase $40  Passes  2 Free passes are issued per site  Additional passes $12 | | Stallholders: please do not send payment until your application is approved.  Payments due by 31st January. Bookings not guaranteed until payment is received. Sites will be reallocated without further notice if bookings are not fully paid by the above date. |
| **Frontage Space Required:……….. m**  **Depth required: …….………m**  **(include towbars, “A” frames, tent**  **pegs etc.)**  3 metres min. charge | | **Please sketch site requirements including supply vans required on site** | |

Arrival Date:……………………………………………………………. Departure Date:……………………………………………………………………….

**I have read the Space rules and conditions on page 2 and hereby abide by these regulations:-**

Signed:………………………………………………………….. Date: / /

**Space Rules and Conditions**

**ALL applications are subject to approval from the Pittsworth Show Society Inc. Management Committee.**

**The Pittsworth Show Society Inc. will ensure that all care is taken, but no responsibility will be accepted for damage or loss however caused, to any equipment, vehicles, displays or stalls.**

**CERTIFICATE OF CURRENCY FOR PUBLIC LIABILITY INSURANCE MUST BE ATTACHED**

**\*\*\*NB: A copy of Insurance Certificate of Currency is required prior to Show and must be current at time of show. THE CERTIFICATE MUST STATE, under the heading of “Interested Parties” – Various QCAS Agricultural Shows\*\*\***

If you are accepted, you will receive notification via email with your Invoice which needs to be paid before the 31st January. Failure to pay by this date may result in reallocation without further notification. Early cancellations will be refunded, less a 10% administration fee. Any cancellations received less than 14 days prior to the show will not be refunded. The Pittsworth Show Society Inc. Management Committee may consider partial refunds if requests are made in writing. You **MUST** report to the Show Office before unloading or any Set up.

All stallholders must ensure that stalls are of show standard with suitable stands and backing. This MUST be adhered to in the interests of all stallholders and exhibitors. Stallholders shall not assign or sublet any part of allocated space without the consent of the Chief Space Steward. The site allocated MUST NOT be changed without the approval of the Chief Space Steward.

The Society reserves the right in unforeseen circumstances to amend or alter the exact site of the location of the stand, and the Exhibitor undertakes to agree to the alteration to the site or the space re-allocated by the Society.

N.B. Care should be taken in selecting suitable lines. The Secretary or Chief Space Steward shall be given power to enter the area prescribed and remove any article, sign, picture or printed matter, as per the Federal Council of Agricultural Society’s list of “Banned Items”.

**Stallholders are advised that their stalls must be set up and ready for operation by 8.30 am Friday 8th March.**

All sites will receive 2 complimentary admission passes and any extra passes required must be paid for. Failure to produce passes on entry will result in full payment of the prescribed entry fee.

Camping with your site is only permitted when camping and sales are in one van.

A separate camping area is available and included in the price while the show is on, and any extra days required will be subject to a fee and must be paid for on arrival.

All vehicles used in their stall must be included in the size of space. Only essential vehicles needed for site operation will be allowed on the grounds and all other vehicles must be removed and parked outside the grounds. **There will be no vehicle movement allowed on the grounds after 8 am. Both days 8th & 9th March 2024**

All electrical equipment, tools, and leads are required to have been inspected and tagged by a licensed electrical contractor. This is a requirement of the Workplace Health & Safety Act of 1989.

All exhibitors must comply with relevant Food hygiene, Workplace Health and Safety Regulations.

All exhibitors and itinerants must have a Blue Card, and this must be marked on the application.

**PLEASE NOTE NO RAFFLES OR RAFFLE TICKETS TO BE SOLD AT THE PITTSWORTH SHOW**

**RECEIPTS WILL ONLY BE SENT IF REQUESTED.**

**THERE WILL BE NO PAVILION TRADE SITES IN 2024**