



Dear Exhibitor,

We appreciate your interest in our community event and welcome your participation in the 2020 Cloncurry & District Show.

The information contained within this package is important for you and your representatives leading up to and during the Cloncurry & District Show.

It is a requirement that all site holders read and understand all of the contents of this package. Failure to comply with any guidelines, terms or conditions may result in the cancellation of your site and forfeiture of all charges paid

Our Agreement with you is made up of:

1. Information Summary & Conditions of Application
2. Application for trade space
3. Photo/Video Consent Form
4. Exhibitor's Declaration

The location of your trade space will be allocated after all applications have been received.

Our attendance numbers continue to rise every year and we are looking forward to working with you to deliver another fabulous Cloncurry & District Show.

See you soon!!

Regards,

The Cloncurry & District Show Society Committee



Information Summary & Conditions of Application

Please read the following information pertaining to your site

INFORMATION SUMMARY:

Show Dates: 12th and 13th of June 2020

Gates: Friday 12th 9:00am till 8:00pm

Saturday 13th 9:00am till 8:30pm (Gates are open after this time for crowd departure)

Pavilion: Friday 12th 11:00am till 5:00pm

Saturday 13th 9:00am till 6:00pm

Displays and/or sites must not be dismantled or goods or materials removed before 6:00pm on the Saturday.

Set up times of Trade sites & Exhibits:

Wednesday the 10th of June from 9:00am till 5:00pm

Thursday the 11th of June from 9:00am till 5:00pm

(Earlier arrangements can be made via appointment only)

Friday the 12th of June – prior to SHOW DAY opening hours

Saturday the 13th of June – prior to SHOW DAY opening hours *Bump*

Out:

Industrial/Agricultural areas - NOT BEFORE 5PM SATURDAY

Pavilion - NOT BEFORE 6PM SATURDAY

Security:

On site security will be patrolling the grounds at all times during the Cloncurry Show from 6pm on Wednesday the 10th of June until 8am on Sunday the 14th of June.

Security officers will be responsible for the control of the grounds and crowd control during the Show dates.

Vehicles:

Vehicles are not permitted on the grounds during the operation of the Cloncurry Show. All servicing of stalls must be carried out prior to 9:00am daily from which time all vehicles must be removed from the grounds. Parking will be available in station st for accredited trade site operators.

Payment:

Full payment for trade and camping must be paid in full before entry and allocations of trade site is obtained. There will be no exceptions.

Site applications will not be accepted if fees from previous year/s are outstanding.

An invoice will be provided for GST purposes.

Insurance: The trade space vendor must maintain with an insurance company, all Product & Public Liability insurance, this is compulsory, no exceptions will be given. Sites will not be allocated until insurance documentation, and full payment is received

Site Allocation:

All site applications will be received and considered against a selection criterion based on past performance, attraction or value for money. Each successful vendor will be allocated a particular site. This site cannot be exchanged. The size of the site allocated will be as per the site frontage and site depth applied for on the application form. Please include ALL protruding parts of your finalized setup e.g. tow bar, awnings. etc. If the vendor requires camping on site, please include this in the size of the site. **NO LATITUDE WILL BE GIVEN.** No selling, canvassing, hawking or distribution of printed or other matter will be permitted outside of the area assigned to the vendor. Failure to comply with this stipulation will warrant the confiscation of such articles/goods and the evictions of offending persons from the Cloncurry Show. Due to the limited availability of sites, the Cloncurry & District Show reserve the right to reject any applications. Your site is not guaranteed until paid in full. Site allocations are decided by and allocated by the Area Coordinators, these placements are given a lot of consideration and are organised to be positioned for the best benefit to the trader and the public. These decisions are final. If the vendor is dissatisfied with the allocated site, the vendor should withdraw the application immediately. No negotiations will take place for any vendor wishing to change sites on arrival. The Cloncurry & District show Society Inc reserves the right to move a vendor should the need arise.

Camping:

Onsite camping – Restrictions and fees apply

Offsite camping at the Cloncurry Equestrian centre – FREE

Car parking at the Showgrounds will be allocated in Station st.

CONDITIONS:

1. STALL REGULATIONS:

- All stalls must be constructed and maintained in accordance with the appropriate state and city departmental regulations. It is the responsibility of the applicant to see that all permits and inspections etc. have been obtained and carried out. Such certificates must be furnished when requested by the Cloncurry & District Show Society. Details of these regulations are available through web sites.
- Smoking is only permitted in designated smoking areas under the *Queensland Government Health Laws*. Smoking outside these areas will be reported to security.
- Wrist bands must be worn at all times during the Cloncurry & District Show Days.
- All trade sites must be kept clean and completely free of rubbish during trading and when trade site is vacated at the finish of the event.
- The Vendor must comply with all statutory obligations under the Workplace Health and Safety Act and any regulations made under it, Safe Food (QLD) and any regulations made under it, the Electrical Safety Act 2002 and any regulations made under it, the Dangerous Goods Safety Management Act 2001 and any regulations made under it and any applicable Advisory Standards, Industry Codes of Practice or Australian Standards which apply in Queensland.

• **FOOD SITES - STALL REGULATIONS**

1. All food vehicles/stalls etc, must have a current “Food Business Licence” Certificate.
2. **All Food sites producing grease must supply their own grease trap, which must be accessible for a daily pump out.**
3. NO oils or grease are to be dumped on the grounds.

2. SUB-LETTING:

- The allocated site is to be used only and solely for the purpose specified on the application and by the person or firm to whom it has been allocated.
- **No subletting** will be permitted without the written permission of the Cloncurry & District Show Society.

3. RAFFLES / GAMBLING:

- Gambling, disposal of any article by lot or chance and sale of art union tickets is **strictly prohibited** except on those sites specifically allocated for that purpose.
- Exhibitors must not allow their areas, other than those specified, to be used for fund raising raffles even though the exhibitor may be sponsoring a charity.

4. SITE AND SELLING RESTRICTIONS:

- The exhibitor must confine his/her business to the purpose accepted on the Site Application.
- **No selling, canvassing, hawking or distribution of printed or other matters will be permitted outside the area allocated.**
- Canvassing off your site will lead to closure of your site and forfeiting of monies.
- The Cloncurry & District Show Society Inc reserves the right to forbid the sale of any line for which specific application has not been made.
- Only those goods of the nature stated on the application form are to be displayed and/or sold. The Cloncurry & District Show Society shall retain the power to enter upon the vendor's site and remove any article, sign, picture or printed matter which may be deemed as obscene or a likely cause of offence to the general public and/or officials of the Cloncurry & District Show Society.
- The Trade Site Vendor indemnifies the Cloncurry & District Show Society and its personnel against all expense, losses, damages and costs that they may sustain or incur as a result of any claims made by any person against the Trade Site Vendor before, during and after the 2019 Cloncurry & District Show.

4a SHOWBAGS

- **The selling of Showbags of any description on any site is strictly limited to licensed Showbag Operators ONLY.**

4b. SHOWBAG, NOVELTY AND RELATED TOY RETAILERS

- All Showbags, novelty & related toy retailers are to comply with the "National Guidelines on the Safety of Toys & Novelties in Showbags".
- In signing your Site Application Form, you are agreeing to comply with the "National Guidelines on the Safety of Toys & Novelties in Showbags".
- Should you require the latest version, it is available from the Office of Fair Trading, Department of Employment, Economic Development and Innovation, on the Queensland Government website at :
www.fairtrading.qld.gov.au or telephone (07) 3305 9614 or (07) 3305 9612.

4c. FOOD

- The selling of the following food lines are **NOT PERMITTED**, as they are exclusive showmen's lines: **fairy floss, dagwood dogs, waffles, doughnuts, toffee apples and snow cones.**
- **Cloncurry & District Show Society Inc reserves the right to exercise discretion at vendor's requests.**

4d. GENERAL

- Sale of the following items **ARE NOT PERMITTED** as it is our view and aim to protect families at our Show.
Playing cards (nude or lurid) Explicit and hardcore T-Shirts

Fuel type fire lighters (Zippo) cigarettes	Pressure pack fart gas or similar Horns and trumpets	Fake
Pressure pack snow	Fireworks - crackers	
Shang-hi, Sling Shots	Silly string or similar item	
Stink bombs	Water bombs	
Bomb Bags	Bouncing Beans	
Drug related goods	Knives (including penknives)	
Daggers and swords	Laser pointers, lights or distractive items	
Metal and wooden martial art nunchakus	Offensive material Novelties on sticks (Excluding Balloons)	

- Toy guns are acceptable **HOWEVER THE FOLLOWING ARE NOT:**
 1. **Ball bearing guns**
 2. **Eight shot caps**
 3. **Laser guns**
 4. **Pellet guns**
 5. **Pop downs (throw downs)**
 6. **Potato Gun**
 7. **Replica guns (bullet type)**
 8. **Roll caps**
 9. **Strip caps**
 10. **Water pistols over 150mm**

5. SITE ALLOCATION RESTRICTIONS:

- No banners, flags or display stands must be outside the site boundary.
- No part of an exhibitor's display material, tents, pegs, ropes, marquees or items for sale etc. to encroach on another site.
- All staff must remain within their own site boundaries.

6. ADVERTISING SIGNS:

- The display of approved advertising signs of any description is restricted to the area occupied by the exhibitor.
- No permanent signs to be erected unless otherwise arranged with the Cloncurry & District Show Society.

7. EXHIBITOR CONDUCT:

- The exhibitor and/or employees are to conduct themselves in an orderly and respectful manner while they are on the Showgrounds.
- Alcoholic beverages must not be consumed on sites by the site holder and/or workers.

8. OFFENSIVE MATERIAL:

- The Manager or Executive Committee Members of the Cloncurry & District Show Society shall have the power to enter sites and remove any article, sign, picture or printed matter, which, in their opinion may be a cause of offence to the public or the Officials of the Cloncurry & District Show Society.

9. DISPLAY FASTENINGS:

- Under no circumstances shall an exhibitor excavate, dig or place pegs in his area without first obtaining authority from the Cloncurry & District Show Society.
- Securing of floor coverings to floors is to be by tape. *Nails, screws or bolt fasteners into concrete floors are not permitted.*
- With permanent stalls, please advise the Cloncurry & District Show Society of any alterations you are intending to make **10. DISPLAY LAYOUT:**
- The Cloncurry & District Show Society undertakes to rent the site and/or building thereupon in their present condition.
- All subsequent plumbing, carpentry and electrical requirements will be the responsibility of the exhibitor.
- Except for permanent stalls, erection of structures of a permanent nature is not permitted. All erections are to be temporary in nature and removed at the conclusion of the Show.

11. SOUND SYSTEMS:

- PA Systems, projectors and sound units must be governed so that their volume is not objectionable to other exhibitors or show patrons.
- The Cloncurry & District Show Society is empowered to order objectionable systems disconnected on receipt of a legitimate complaint.

12. ELECTRICAL:

- The Cloncurry & District Show Society Inc insists that all Exhibitors, Operators of Show Amusements, Show Stalls or commercial activities use Electrical Safety Switches to be plugged in at all times at the 'Point of Supply'.
- Anyone intending to bring electrical equipment to the Showgrounds will be required to ensure that such equipment is fitted with residual current protection (with rated residual current <30 mA) and that all electrical leads, tools and appliances have been inspected by a licensed electrical contractor and are currently tagged. The tag must be within the next test due date. The use of double adaptors and piggy-back plugs is prohibited and all power boards must also be tested and tagged. Domestic power boards are not to be used in an outside situation unless specifically approved for this purpose.
- Under the Electrical Safety Act when constructing amusements and displays IT IS COMPULSORY to use electrical safety switches at the 'Point of Supply' and leads MUST BE TESTED AND TAGGED. THIS MUST BE AT YOUR EXPENSE.
- The 'Point of Supply' is the permanent location of power points (single and three phase) or similar type of connection connected to the Cloncurry & District Show Societies electrical installations.

- Power Boards must be of approved external industrial quality.
- When exhibits, food outlets, displays and amusements are operational, everyone MUST COMPLY with the following:
 - (a) Electrical Safety Switch at 'Point of Supply'
 - (b) Tagged and tested electrical leads
 - (c) NO Double Adaptors or piggy back leads to be used at all
 - (d) At all times electrical leads MUST NOT IMPEDE the flow of pedestrians and vehicles.

13. DOUBLE ADAPTORS:

- The Cloncurry & District Show Society disallows the use of double adaptors to prevent overloading of circuits.
- Four outlet Power boards with an overload facility are allowable.

14. RUBBISH DISPOSAL

- All siteholders are to remove rubbish from their site each night prior to cleaning.
- Siteholders will be responsible for cleanliness of their site for the entire duration of the Show.
- FOOD SITES - No food or oil is to be left on the ground.
REMEMBER – a clean and tidy site will attract customers.

15. SITE ALLOCATIONS:

- The Cloncurry & District Show Society Inc has the final say on site allocation.
- No further matters will be entered into.

16. SITE CANCELLATION:

- If the site holder cancels his/her site for any reason whatsoever, such cancellation is to be in writing & addressed to Cloncurry & District Show Society Inc.
- Early cancellations will be refunded, less a 20% administrations fee. Any cancellations received less than 10 days prior to the show will not be refunded, unless the site is able to be filled.

17. SITEHOLDER INFORMATION:

- From time to time people enquire about sites and products that siteholders sell. It is understood that the Cloncurry & District Show Society Inc can pass on your contact details.
- If you do not wish this to happen, please advise this on the Site Application Form in the Privacy Act Section.

18. LOSS OR DAMAGE:

- The Cloncurry & District Show Society Inc will not under any circumstances be held responsible for any loss of or damage to the stock in trade, etc. or any part thereof of any siteholder or exhibitor from any cause whatsoever.

- Fire – Precautions will be taken to guard against fire and to protect the property at the Cloncurry & District Show, but site holders will NOT be insured at the cost of the Cloncurry & District Show Society.

19. INDEMNITY:

- The Cloncurry & District Show Society Inc will not be responsible for any accident which may be caused through or by the siteholder, or which may happen in connection with his/her business & the siteholder shall save the Cloncurry & District Show Society Inc harmless & indemnify it against any legal proceedings arising from every such accident.
- Please note that Vendors failing to adhere to these rules may be removed from the grounds and may be refused entry to future Cloncurry & District Shows.

20. PUBLIC LIABILITY - CERTIFICATE OF CURRENCY:

- A copy of the current Public Liability Policy held by each Trader/Exhibitor **must** be produced prior to the Cloncurry Show covering the dates of the Cloncurry Show for permission to enter to the Showgrounds and have access to your Site.
- The Indemnity level should be a minimum of \$10M.
- Without proof of Public Liability coverage held by applicants for show sites, the Cloncurry & District Show Society may reject access to Siteholders at its absolute discretion.
- Details of current Public Risk Insurance provided will be respected as private and confidential information.

21. WORKPLACE HEALTH & SAFETY REGULATIONS:

- Written and signed assurance is required from you that any temporary structures, vans, equipment etc. and any activity that takes place on or adjacent to your site, complies in all respects with Workplace Health & Safety Legislation.
- This includes but is not limited to testing and tagging of all electrical equipment and fitting of earth leakage detection devices if equipment is not double insulated.
- **You are also required to provide a written report of all accidents and/or dangerous occurrences**

22. ALTERATIONS:

- The Cloncurry & District Show Society Inc reserves the right to alter these Terms & Conditions at any time and without further reference to siteholders.

23. DOGS ON LEASHES

- The Cloncurry & District Show Society Inc have a policy that all dogs whilst on the Show grounds and Equestrian Centre for the duration of their stay must have their dogs on a leash unless in their owners dwelling or vehicle.



Cloncurry & District Show Society Inc.
PO Box 17
Cloncurry QLD 4824

Trade Space Application

- **OUTSIDE TRADE SPACE:** cloncurryshow@gmail.com

BUSINESS INFORMATION

Please print clearly and complete all pages including the Exhibitor's Declaration.

COMPANY OR ORGANISATION NAME: _____

CONTACT PERSON: _____ ABN _____

POSTAL ADDRESS: _____

PHONE: _____ MOBILE: _____ FAX: _____

EMAIL: _____

WEBSITE: _____

ITEMS TO BE SOLD: _____

POWER REQUIREMENTS: _____

PRIVACY ACT: Consent Non-Consent

Please indicate your consent for your contact details being passed on to patrons, sponsors and media and to be listed on our website.

PUBLIC LIABILITY: Policy # _____ Name of Insurer: _____

INDEMNITY LEVEL (Min \$10million): _____ Date Current to: _____

(CERTIFICATE OF CURRENCY MUST BE ATTACHED COVERING SHOW DATES)

TYPE OF SITE USE (Please tick one and provide details):

TYPE OF SITE	TICK	DESCRIPTION OF USE
Community Group – Display only		
Trade Site – Food /Beverage		
Trade Site – General Sales		
Industrial/ Agricultural Site – Display & Sales		

SITE DESCRIPTION

TYPE	PRICE	NO. OF SITES	FRONTAGE LENGTH	SITE DEPTH	POWER REQUIRED
Standard	\$165 (inc GST)		3m	3m	YES/NO
Industrial/ Agricultural	Standard price +\$5 per metre				YES/NO

- Please bring your own leads if you require power
- Please supply your own hoses, no leaking connections, water restrictions are in place.
- Pets are allowed but must be on a lead at all times when outside.

Displays, sites or fixtures MUST NOT be dismantled, nor goods or materials removed during hours of operation on the final day or without the consent of the relevant Trade Space Coordinator. Sites must be manned at all times.

All Trade Site exhibits will need to be in place no later than 8am on Friday the 12th of June 2020. All Vendors are to follow the guidelines set out by the Trade Space Area Coordinator. Any vehicles/displays set up in the wrong area will be moved. Unauthorised vehicles will be towed away at the owner's expense.

Wednesday the 10th of June from 9:00am till 5:00pm

Thursday the 11th of June from 9:00am till 6:00pm

(Earlier arrangements can be made via appointment only)

Friday the 12th of June – SHOW DAY opening hours
 Saturday the 13th of June – SHOW DAY opening hour

CAMPING FACILITIES:

As the Cloncurry Showgrounds is a limited space, we advise camping off sight. Cloncurry has a number of accommodation venues within the town that is at the Vendors own cost or The Cloncurry & District Show Society have arranged for a free camping space, with water and power connection at the Cloncurry Equestrian Centre, located out of town. We do have limited camping sites on the showgrounds that are available and fees will apply. If you require camping, please indicate below and include the camping fee in your total cost.

CAMPING REQUIRED: Yes No

Camping is Available from Wednesday the 10th of June through to Sunday 14th of June. 24hr Security patrol will be present on the Cloncurry Showgrounds from 6pm Wednesday 10th – 8am Sunday 14th. There will be no security at the Equestrian Centre

Camping Location	Number of sites	Number of Nights required	Power Required	Water Required	Price	TOTAL
Onsite - Cloncurry Showgrounds			YES/NO	YES/NO	\$35.00 / Night/ Site	
Offsite - Cloncurry Equestrian Centre			YES/NO	YES/NO	FREE	

- Vendors camping at the Equestrian centre will have access to Car parking at the Showgrounds which will be allocated in Station st.

Local Accommodation Options

Central Hotel/Motel 0747421418 Discovery
Park 0747422300

Gidgee Inn 0747421599

Leichhardt Hotel/Motel 0747421389 Oasis

Caravan Park 0747421313

Oasis Hotel/Motel 0747421366

Post Office Hotel/Motel 0747421411

Red Rock 0747422728

Wagon Wheel 0747421866

Walls Camp 0408700302

Please note that two show passes per day are issued per site, additional passes may be purchased as required.

Additional passes No. Required \$15/person per day

Friday _____ Saturday _____ Total _____ x \$15.00 = \$ _____

TOTAL AMOUNT PAYABLE: \$ _____ Trade Site Fees

\$ _____ Camping Fees

\$ _____ Additional Passes

TOTAL \$ _____

Method of Payment Please circle: **Direct Debit** **Cheque** **Cash**

Direct Debit Details:

Account Name: Cloncurry Show Society Inc. BSB: 034 173 Account No.: 252535

Please use your business name on this application as your direct deposit reference.

OFFICE USE ONLY:	
Site No.	Invoice No:
Site charge:	Date Paid:
Additional Charges:	Receipt No:
Total Cost:	

Photo/Video Consent Form

Without expectation of compensation or other remuneration, now or in the future, I hereby give my consent to Cloncurry and District Show Society Inc, its affiliates and agents, to use my image and likeness and/or any interview statements from me in its publications, advertising or other media activities (including the Internet). This consent includes, but is not limited to:

- (a) Permission to interview, film, photograph, tape, or otherwise make a video reproduction of me and/or record my voice;
- (b) Permission to use my name; and
- (c) Permission to use quotes from the interview(s) (or excerpts of such quotes), the film, photograph(s), tape(s) or reproduction(s) of me, and/or recording of my voice, in part or in whole, in its publications, in newspapers, magazines and other print media, on television, radio and electronic media (including the Internet), in theatrical media and/or in mailings for educational and awareness.

This consent is given in perpetuity and does not require prior approval by me.

Name: _____

Signature: _____

Address: _____

Date: _____

The below signed parent or legal guardian of the above-named minor child hereby consents to and gives permission to the above on behalf of such minor child.

Signature of Parent or Legal Guardian: _____

Print Name: _____

The following is required if the consent form must be read to the parent/legal guardian:

