

# Condobolin Annual Show

Friday 23 and Saturday 24 August 2024

## SITE RENTAL REGULATIONS

**No sites will be held without observation of all Regulations on this and following pages.**

**This applies to ALL site holders.** Please do not ask for exceptions.

Site allocation is at the direction of the Show Secretary and relevant Ground Space Steward.

**For application to be considered, all applicants** for a site at Condobolin Show **must complete, sign and return the accompanying Space Application Form along with non-refundable deposit of \$25 and a copy of current Public Liability Insurance Policy certificate** for a minimum of \$20,000,000 (Twenty Million) with an APRA approved insurer.

Applicant will be advised if space is available. If space is not available deposit will be refunded.

### SITE DEFINITIONS

**1. The SRA Pavilion** houses competitive classes and schools' exhibits. A limited number of small display and trade sites (3m wide x 2m deep or less) may be available. In the event that this is not possible please note your 2<sup>nd</sup> preference.

NOTE: Nothing sharp or metallic may be placed on the floor; therefore, all furniture, display stands etc. must have rubber or fabric feet (or placement on mats). If in doubt, please consult Chief Pavilion or Ground Steward before set-up.

Sites accommodate free-standing displays and site-holders should provide their own shell-scheme/walls, if required as nothing may be fixed to pavilion walls; also provide their own tables but up to 2 chairs per site can be provided. Power may not be available to some positions.

**2. Outdoor sites** for commercial businesses and itinerant traders.

Ensure that metreage on application **includes towbars, guy ropes etc** to give adequate frontage (width) and please ensure if camping on the ground that all rental and power requirements are included on your application; and for each night outside the Show period if applicable.

**3. Pavilion verandah** – Under cover positions on the 9-metre-deep verandahs on two sides of the pavilion.

**4. Agricultural and Industrial trading & display sites** from small to large, suiting machinery, vehicles and agricultural businesses among others.

**5. Site rental charges** are for trade/display site rental with no power. If power is required at the trade site, note additional fee.

If camping is required on the ground (between sites and riverside), please note on application. A separate charge is applied but there is no charge for power to the camp site.

### 6. Site Fees:

PAVILION	\$20 per metre frontage (or part thereof), but note, the <b>minimum</b> fee is \$50
OUTDOOR	\$20 per metre frontage (or part thereof), but note, the <b>minimum</b> fee is \$50
AGRICULTURAL	\$7 per metre frontage (or part thereof), but note, the <b>minimum</b> fee is \$50
POWER TO SITE	\$40 per Single Phase outlet/ \$90 per Three Phase outlet
CAMP SITE	\$15 per night on Condobolin Showground. Power to camp site is included.

**Deposit of \$25** must be included with space application and is only refundable if cancellations of space are made at least two weeks prior to the Show.

**7. Payment** by cheque or direct transfer to Condobolin PAH&I Association Inc, CBA, Condobolin: BSB 062 522 | Account No 1014 2868

Remember to include your business name in transaction details, and “Space”. E.g., John Smith Space. Credit card facilities are not available. Payment in person at the Secretary’s Office may be made by cash or credit card

**8. Community Displays.** On application selected space may be available at a reduced fee to community groups.

**9. Ground Entry.** Enter ground through Car Gate and proceed in designated lane to gain access to site. Site holders whose site rental is \$50 to \$100 receive a complimentary gate pass. Those whose site rental fee is \$100 or more receive two gate passes. These, if required, will be issued to your email address by 123Tix. Any additional tickets should be ordered by you from [www.123tix](http://www.123tix) once bookings open in mid-July.

**10. Bump In / Bump Out. By 8.30 a.m. each day** all vehicles must be unloaded and removed from your site area. **Pavilion opens** to general public at 9 a.m. each morning and closes at 6 p.m. Displays are being broken down from 5 p.m.

**11. Car parking** is available in the designated area between the riverbank and northern side of the cattle and sheep pavilions (ground passes are required), inside the racetrack or outside the showground. There is NO PARKING in the trading space area.

Showground speed limit 10 km/hr (walking speed).

Movement of vehicles on the Showground during Show hours is for essential traffic only.

**12. INSURANCE** requirements

- A copy of your Public Liability Insurance Policy Certificate of Currency is to be **included when booking** and space **will only be confirmed when this requirement is met**
- Insurance must be for at least \$20 million
- Location must include “**Anywhere in Australia**”
- Insurer must be APRA approved
- **Condobolin PAH & I Association** must be listed as an “Interested Party”
- Should you not have such insurance the Condobolin PAH & I Association can provide this cover for an additional \$25 which must be included with your deposit. Acceptance is at the discretion of the Show Society and no Product Liability cover will be provided.

**13. On arrival** all site holders must check-in with the Site Manager before establishing trading and camping sites. Site holders who arrive outside business hours may camp in a temporary position until confirmation of location is given.

**NO sites** are to be established until Public Liability requirement has been met.

**14. Food Vendors** are required to be fully compliant with the Food Standards Code of the NSW Government Food Authority and all current Food Safety Practices and General Requirements as well as Lachlan Shire Council’s Policies, Procedures and Guidelines. Lachlan Shire Council may undertake inspections of preparation, storage and serving area etc. and may charge the trader for this inspection.

The sale of some food or drink items might be prohibited due to sponsorship or contractual arrangements.

**15. Water usage** must be controlled and not left unattended.

**16. There is to be no dumping** of water, oil or rubbish on site or adjacent sites. **Oil and rubbish must be removed from site and ground at end of period of rental.**

**Please break down and compact** packaging and other rubbish as much as possible. Garbage

bin space fills fast and it is in the interests of everyone on the ground, traders included, to maintain a tidy site to the best of your ability.

**17. All electrical equipment** is to be fitted with earth leakage circuit breakers and all electrical leads, tools and appliances must have been inspected and tagged by a licensed electrical contractor. Extension leads must carry a valid test tag and must be fixed overhead away from pedestrian or vehicular traffic. Any exhibitor who does not comply will not be permitted to exhibit at the Showground. Gas cylinders must have a current stamp of approval.

**18. No space holder** shall obstruct the use of any firefighting equipment or electrical switchboards and must maintain free access to such equipment at all times.

**19. Gambling.** All games-of-chance are strictly prohibited, including disposal of any article by lot or chance, guessing competitions, sale of raffle or Art Union tickets. Collection tins/buckets not permitted.

**20. Security.** Exhibitors are responsible for adequately securing their property and that of their staff and accompanying persons and the Condobolin PAH & I Association Inc accepts no responsibility for damage or theft.

**21. Dogs.** Assistance and competition dogs only are permitted on the showground. All dogs are to be securely tied at all times during Show days and on leash at all other times. Regular visits are paid by Ranger.

**22. Prohibited Goods** include the sale of tobacco products and second-hand machinery or vehicles. The use of public address or sound equipment in the pavilion is not permitted by any site holder.

**23. Banned Goods** by the Federal Council of Agricultural Societies at all Agricultural Shows in Australia are listed at [www.agshowsnsw.org.au/downloads/other-forms](http://www.agshowsnsw.org.au/downloads/other-forms) and this Show Society reserves the right to request that a site holder remove any item deemed to contravene these conditions.

**24. No petrol/electric SCOOTERS** permitted on the Showground at any time.

**24. Removal.** Machinery, tanks etc must be removed from the Showground within 7 days of completion of the Show in accordance with local Council regulations.

**25. Indemnity. The Condobolin PAH & I Association Inc** accepts no liability for damages to exhibits by loss, damage, theft, fire, water, storms, strikes, riot or any other cause whatsoever and will not be responsible for any accident that may be caused through or by an exhibitor and it shall be a condition of exhibition that each exhibitor shall hold the organiser harmless and indemnified against any legal proceedings arising from any such accidents.

#### **PAVILION OPENING HOURS – General Public**

**Thursday** Closed to public for Pavilion judging. Site holders should advise Secretary's Office if they will require admission on Thursday.

**Friday** 9.00 a.m. to 6.00 p.m.

**Saturday** 9.00 a.m. to 5.30 p.m.

**APPLICATIONS** (with deposit and Public Liability Insurance):

**By email:** carol-annmalouf@bigpond.com

*OR*

**By post:**

Miss Carol-Ann Malouf OAM  
Show Secretary  
Condobolin PAH & I Association Inc  
PO Box 320  
Condobolin NSW 2877

Phone: 0428 681 099

## TRADE SPACE APPLICATION - Condobolin

Friday 23 and Saturday 24 August 2024

Email: [carol-anmalouf@bigpond.com](mailto:carol-anmalouf@bigpond.com)

TRADING NAME \_\_\_\_\_

CONTACT'S NAME \_\_\_\_\_

POSTAL ADDRESS \_\_\_\_\_

\_\_\_\_\_ P/CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

DESCRIPTION OF ALL PRODUCTS FOR SALE or DISPLAY (use separate page if space insufficient)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

AREA	REQUIREMENTS (insert numbers)	CHARGE	\$
PAVILION Trading/Display Site (limited number of 1.5 to 2m free-standing sites)	metres	\$20/m frontage (or part thereof) Note: <b>Minimum</b> fee is \$50	<b>SOLD OUT</b>
OUTDOOR Trading/Display Site	metres	\$20/m frontage (or part thereof) Note: <b>Minimum</b> fee is \$50	
AG/INDUSTRIAL Trading/Display Site	metres	\$7/m frontage (or part thereof) Note: <b>Minimum</b> fee is \$50	
Power to trade site – single phase	Number of outlets	\$40 per outlet	
Power to trade site – three phase	Number of outlets	\$90 per outlet	
Camping (includes power pre-Show only)	Number of nights	\$15.00 <b>per night</b> if staying on ground	
Public Liability Insurance (if not held)		\$40.00	
Passes. Your booking includes 1 or 2 complimentary gate passes.			
<b>Total Cost</b>			
<b>Less Deposit</b> (minimum \$25)			
<b>Balance Owing</b>			

**Public Liability Insurance Policy** (if held)

Policy Number (NOT Member Number) \_\_\_\_\_

Insurance Company \_\_\_\_\_ Amount Insured \_\_\_\_\_

(NB: Copy of current policy's CoC **MUST** be provided with this application. See Item 12 on p2 of Guidelines)

DAY/DATE & ESTIMATED TIME OF ARRIVAL AT SHOWGROUND \_\_\_\_\_

POST PASS/ES OR HOLD AT OFFICE/GATE? State POST or HOLD and OFFICE (pre-show) or GATE (Show days)

I agree to comply with the Conditions and Regulations of the Condobolin PAH & I Association Inc.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**OFFICE USE ONLY:**

DATE \_\_\_\_\_ Policy \_\_\_\_\_ RECEIPT NO \_\_\_\_\_