

# Narrogin Agricultural Show 2022

## Site Holder Booking Contract - Saturday 15th October, 2022

Po Box 357 Narrogin WA 6312 Telephone: 0408 951 643 Email: [nassecretary16@gmail.com](mailto:nassecretary16@gmail.com)  
(ABN 83 663 633 803) Closing date for applications is Friday 1st October, 2022

<b>COMPANY NAME:</b>			
<b>CONTACT:</b>			
<b>ADDRESS:</b>			
		<b>STATE:</b>	<b>POST CODE:</b>
<b>MOBILE:</b>		<b>EMAIL:</b>	
PROVIDE A BRIEF DESCRIPTION OF YOUR PRODUCT			
<p>** I have read the conditions applying to the Site Holders Rules &amp; Regulations printed on page 2 of the Booking Contract and I agree and abide by them.</p>			
<b>SIGNED:</b>		<b>PRINT NAME:</b>	
<ul style="list-style-type: none"> <li>• Site Holders may set up from 9am Friday 14<sup>th</sup> October or 6:00am on Show Day, 15<sup>th</sup> October, 2022</li> <li>• Show officially opens 9:00am. <b>Closure: <u>Not before 5.00pm</u></b></li> <li>• Security will be provided on Show Day 9:00am – 11:00pm</li> <li>• Narrogin YMCA is equipped with an alarm system for those wanting to set up Friday inside only.</li> <li>• NO REFUNDS FOR CANCELLATIONS AFTER THE 1<sup>st</sup> October, 2022</li> <li>• <b><u>NO SITE IS TO BE DISMANTLED PRIOR TO 5:00PM SATURDAY, 15th OCTOBER, 2022</u></b></li> </ul>			

SITES	SIZE		
<b>Bump in for all vendors</b>	Please indicate time to required to bump in		
	NOTE: Vendors will be allocated a bump in time		
<b>INDOOR SITES</b>	Inside stalls are chosen by vendor. Please find site plan on our Website.	<b>STALL #</b>	<b>\$</b>
Indoor Site	Block 3m x 3m @ \$85.00 each		
Indoor Site	Block 6m x 3m @ \$120.00		
Power	Sites 36 - 37 only @10 each outlet		
Indoor Site	Block 3m x 3m Community @ \$10.00		
Hire (inside only)	Trestles \$10.00 each Chairs \$5.00 each	<b>T</b>	<b>C</b>
<b>OUTDOOR SITES</b>		<b>SITE SIZE</b>	
Market site	Block 5m x 5m @ \$105.00 each		
Sml Commercial site	Block 10m x 10m @ \$175.00 each		
Lg Commercial site	Block 20m x 20m @ \$235.00 each		
	(No power available)		
<b>FOOD SITES</b>		<b>SITE SIZE</b>	
Food Van (Small)	\$175.00 (less than 5m x 5m)		
Food Van (Large)	\$235.00 (more than 5m x 5m less than 10m x 5m)		
	Sites over 10m x 5m add \$25 per meter length		
Power	\$150 per day Power required? YES / NO		
	<b>TOTAL \$</b>		

Payments to: **NARROGIN AG SOCIETY BSB: 036 167 A/C: 188 556**

- Tag payments via EFT with your trading name please Do you require an invoice? YES / NO

## EXHIBITORS & SITE HOLDER BOOKINGS RULES & REGULATIONS

- 1) Bookings must be in the hands of the secretary no later than 1st October. No site booking shall be deemed granted unless full payment has been made with submission of application, or prior permission has been granted by the Secretary.
- 2) **Public Risk Insurance:** It is the responsibility of The Site Holder to arrange Public, Product and Worker's Compensation Insurance to cover their liabilities in respect to all aspects of their activities on the showground and inside the YMCA Leisure Centre.
- 3) The Society will not accept responsibility for the protection of exhibits, or any loss or damage howsoever caused;
- 4) Failure by site holders to appear at the show will be considered breach of contract and no refund or monies will be paid.
- 5) The Society strictly prohibits the sale, distribution or use in any way of fireworks, sparklers, or similar dangerous articles by a site holder or their employees during the show. The selling or giving away of prizes of knives, swords, lasers or weapons of any kind is prohibited by the show.
- 6) Bump in and Bump out times will be allocated closer to the event. Vendors will be instructed what gate to enter. All unnecessary vehicles and equipment must be removed from site before 9am (Saturday) to designated parking area;
- 7) Site holders cannot sell raffle tickets anywhere on the showgrounds without the prior permission of the Society.
- 8) **No Alcohol** is to be bought onto the sites. Alcohol is available to purchase through our facilities on site.
- 9) Security will be supplied Saturday show day only from 9:00am until 11.00pm.
- 10) SITE HOLDERS MAY NOT COMMENCE BREAKDOWN OF SITE UNTIL 5.00 SATURDAY, 15<sup>th</sup> OCTOBER. THIS IS AN OCCUPATIONAL SAFETY HAZARD AS PER OUR RISK MANAGEMENT AND MUST BE ADHERED TO BY ALL SITE HOLDERS;
- 11) Site must be vacated and cleaned by 12 noon, **Sunday 16th October**, if camping overnight;
- 12) Power will only be available to Food Vendors. It is their responsibility to supply their own power cords to connect (up to 30m) to the power supply. All power adaptors must have earth leakage core balance protection. All electrical cords, power boards, etc. must be appropriately tagged by a qualified electrician within the last year. There will be no power supplied before Saturday or after.
- 13) Unauthorised animals are not permitted on site. (Unless permission has been granted by the Society.)

## SHIRE OF NARROGIN REQUIREMENTS

### Outdoor Sites

1. Site Holders must adhere to the Mandated Public Health Standards, and are subject to inspection by the appropriate Shire Officer;
2. Manoeuvring of machinery and equipment must be done with extreme care to ensure that no damage occurs to the oval surface.
3. All items are to be removed from the oval and grounds after the show – this any wire, nuts, bolts etc.
4. Sprinklers will be marked. No vehicles are to drive on or park on these areas. No pegs are to be driven into the grounds within one meter of these markings.
5. No vehicles are to be moved prior to 5:00pm Saturday, due to safety conditions.

### Indoor sites

1. The Narrogin YMCA Leisure Centre is a "smoke free" facility.
2. To prevent scratching to the floors, rubber pads or carpet squares are to be put under any object that is likely to damage the floor of the Narrogin YMCA Leisure Centre. No adhesive tape to be used on the floor of the main stadium.
3. Any damages are to be reported immediately to the show committee.
4. No water or hay bales are to be used in displays.
5. Further information will be available regarding unloading & loading areas.

**NB: COVID Mandates will be in place – further information will be forwarded to all stall vendors closer to the event.**