



SITE HOLDER BOOKING CONTRACT AND CONDITIONS OF HIRE

Trading Name: _____

Brief description of product/service: _____

Contact Person: _____

Postal Address: _____

Phone: _____ Email: _____

Do you require camping on-site: Choose an item. If yes, are you travelling with pets? Choose an item.

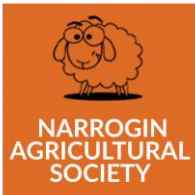
How many pets are you travelling with? Choose an item.

Bump in Day: Choose an item. Bump in Time: Choose an item.

INDOOR SITES Power to Sites 35- 38 only Select your stall site number on the attached floor plan	SIZE	SITE #	\$
Business/Trade	Block 3m x 3m @ \$85.00		
Business/Trade	Block 6m x 3m @ \$120.00		
Community/Not for Profit	Block 3m x 3m @ \$10.00		
Power @10 each outlet (2 GPO's)	Site #		
Hire trestle tables (1.8m) and chairs (inside only)	Qty trestles \$10 ea		
	Qty chairs \$5 ea		
TOTAL \$			
OUTDOOR SITES Sites will be allocated by the Society No power available	SIZE		\$
Commercial (Small)	Block 5m x 5m @ \$105.00	<input type="checkbox"/>	
Commercial (Med)	Block 10m x 10m @ \$175.00	<input type="checkbox"/>	
Commercial (Large)	Block 20m x 20m @ \$235.00	<input type="checkbox"/>	
TOTAL \$			
FOOD SITES Sites will be allocated by the Society Power available on request	SIZE		\$
Food van/stall (Small)	Less than 5m x 5m \$175	<input type="checkbox"/>	
Food van (Med)	More than 5m x 5m /less than 10m x 5m \$235	<input type="checkbox"/>	
Food van/truck (Large)	Over 10m x 5m add \$25 p/m length	<input type="checkbox"/>	
Power \$150 per day	Yes <input type="checkbox"/> No <input type="checkbox"/>		
TOTAL \$			

CONDITIONS OF HIRE:

1. Site bookings must be received and paid for before the 1st October;
2. No site booking shall be deemed granted unless full payment has been submitted together with completed Site Holder Booking Contract, and/or, written confirmation has been provided by the Society;
3. Upon confirmation of the Site Booking, Site Holders will be advised which gate/entrance to use for bump-in/bump-out;
4. It is the responsibility of the Site Holder 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; and
 - there will be no power supplied prior to Saturday or after the Show concludes.
5. Public, Product and Worker's Compensation Insurance is the responsibility of the Site Holder to cover their liabilities in respect of all aspects of their activities on the showground and inside the YMCA Leisure Centre;
6. A Certificate of Currency of Public Liability for each Site Holder is required;
7. No refunds for cancellations after the 1st October;
8. Failure by the Site Holder to appear at the show will be considered breach of contract and site fees will not be refunded;
9. The Society will not accept responsibility for:
 - the protection/security of exhibits, or any loss or damage caused during setup/display/packup; or
 - any loss of products/perishables (due to equipment/power failure);
10. Site Holders **may set up from 9am Friday or 6am Saturday**;
11. Site Holders **may not** commence breakdown of site or move vehicles **before 5pm Saturday**. This is an occupational safety hazard as per our risk management and must be adhered to by all site holders;
12. 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;
13. The selling or giving away of prizes of knives, swords, lasers or weapons of any kind is prohibited by the Society;
14. All unnecessary vehicles and equipment must be moved to the designated parking area before 9am Saturday;
15. Site holders are not permitted to sell raffle tickets anywhere on the showgrounds without the prior permission of the Society;
16. **BYO alcohol is strictly forbidden**. Alcohol is available to purchase through our facilities on site;
17. **On ground security** will be in place from **11am until 10pm Saturday**;
18. If camping overnight, site must be vacated and cleaned by 12 noon, Sunday;
19. Unauthorised animals are not permitted on site without written consent granted by the Society;
20. Site Holder stalls are subject to inspection by the Environmental Health Officer in accordance with [Public Health Regulations 2017](#).



SITE HOLDER BOOKING CONTRACT AND CONDITIONS OF HIRE

CONDITIONS OF HIRE (cont'd)

Indoor Sites

1. Bump-in from 9am Friday or 6am-9am Saturday;
2. Power to Sites 35 - 38 only;
3. The Narrogin YMCA Leisure Centre is a 'smoke free' facility;
4. 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;
5. No adhesive tape to be used on the floor of the stadium;
6. Any damage is to be reported immediately to the Society; and
7. No water or hay bales are to be used in displays.

Outdoor Sites

1. Bump-in times will be advised by the Society;
2. Power will only be available to Food Vendors;
3. Manoeuvring of machinery and equipment must be done with extreme care to ensure that no damage occurs to the oval surface;
4. All items are to be removed from the oval and grounds after the show – this includes any wire, nuts, bolts, plastic/zip ties, cardboard etc;
5. Sprinklers will be marked. No vehicles are to drive on or park on these areas; and
6. No pegs are to be driven into the grounds within one meter of these markings.

NB: COVID mandates may be in place, if required further information will be provided.

I, _____ have read and understood, and agree to the above conditions in relation to the Site Holder Booking Contract and Conditions of Hire.

Signature:

Date:

Narrogin Agricultural Society Inc
ABN: 83 663 633 803
M: 0455 260 909
E: nassecretary16@gmail.com
Payments to: **BSB 036 167 Acc 188 556**
(Tag payments with your trading name)

PO Box 357 Narrogin WA 6312
Duty Office: John Higgins Community Centre
50 Clayton Road Narrogin WA 6312
www.narroginagsociety.com.au

OFFICE USE

Date received	
Total fees paid \$	
Site location and number	
Entered by (Treasurer)	