

## TRADE SPACE FORM, March 6<sup>th</sup> 2021

Brief Description of Display and/or Items: \_\_\_\_\_

Site Width \_\_\_\_\_ x Site Length \_\_\_\_\_ = Total Size of Site \_\_\_\_\_ square metres

**Food Sites** (Refer to Clause 6, Licenses/Permits Required)

3 x 3 square meters (minimum), power not included, \$ 50.00 \_\_\_\_\_

Additional 1x 3 square meters @ \$10.00 \_\_\_\_\_

**Non-Food Sites**

3 x 3 square meters (minimum), power not included, \$ 30.00 \_\_\_\_\_

Sites exceeding 3 x 3 square meters @ \$3.30 per extra square metre \_\_\_\_\_

**Power** @ \$10.00 per site (Please supply your own cable extensions) \_\_\_\_\_

Note: Please advise if you require extra power

**Additional Gate Pass** @ \$10.00/Adult \_\_\_\_\_

(2 adult gate admission tickets will be issued to each trade space exhibitor)

The below details need to be for the person attending the show with Trade site for tickets to be posted directly to, please print clearly.

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**I agree to abide by the Trade Exhibitor Conditions Attached**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Payment Details**

Amount Paid: \_\_\_\_\_

**If you wish to pay by Direct Credit our bank account number is ANZ Bank 06-0705-0249981-00**

Put your Company / Name as Reference and 'Trade' as Particulars

**All trade sites are to be open for trade/display until 4pm on Show day, New Grand Parade Time 12:30pm**

## Trade Exhibitor Conditions

Our Association abides by the Royal Agricultural Society of New Zealand Rules (RAS), except to any extent as they are modified or varied by the Associations own rules as set out below. For a full set of RAS Rules please contact the secretary.

1. Anyone intending to set up amusement or entertainment at any A & P should submit the following;
  - a) Current certificate of registration (issued by OSH)
  - b) Written commitment that the device will be operated within the specific conditions
  - c) Owner or agent will apply for the required permit to operate from the local authority (council)
  - d) For equipment not required to be registered with OSH, but which there are known safety guidelines (e.g: inflatable castles, inflatable tubes like Wally the worm, and other make shift rides such as tractor rides, magic carpets and similar equipment) the owner should give written confirmation that such items will be operated/used strictly in accordance with the safety guidelines.
  - e) This includes usual safety rules such as electricity outside are run through a transformer, no smoking around petrol, and similar safety rules.
  - f) A fire extinguisher must be provided and available for each stall or amusement.
2. All Site fees are to be paid **prior to the show**. No payment prior to the show, no site provided.
3. The privilege of distributing trade lists, advertisements, or other documents are restricted exclusively to exhibitors at their respective stands. Placards posted without authority will be removed.
4. All exhibits shall be at the sole risk of the owners or exhibitors and the Association shall not, under any circumstances, be responsible for loss, damage, miss-delivery, detention or delay of exhibits of any descriptions whatever.
5. No person shall provide, sell, give or dispose of any alcoholic refreshments or tobacco to any other person in the land of the Association during the A & P Show held by the Association without the written permission of the Association.
6. **No person shall provide, sell, give or dispose of any of the following food items: Hotdogs, Hot Chips, Popcorn & Candy Floss.** These items are **only** to be sold by Sturgeons Amusements Ltd.
7. No exhibitor or side show person may sublet any space or move to any other space from that which has been allocated to them. Any person infringing regulations without permission in writing of an authorised officer of the Association will incur expulsion from the showgrounds.
8. No Vehicles are permitted within the confines of any stalling area. There are no exceptions to this and offending vehicles will be towed away at owner' expenses.
9. An exhibitor's responsibility whilst on the Showground can be summed up very simply: "Be a good neighbour". All exhibits regardless of size should be given equal opportunity to present and sell their products or services. Should any exhibitors' fail to comply with any of the requirements of these Rules and Regulations, the exhibit, the product and or the exhibitor may be removed from the Showground by the Association.
10. The Association wishes the Showground to be a safe place for all visitors, exhibitors and participants. This cannot be achieved without you help. If you see anything that is likely to cause damage or injury please notify the Association officials immediately.
11. Exhibitors should encourage staff representing their products or services to be well presented and to dress in relation to the exhibit's design or theme and their Company uniform. A name tag showing the Company's and individual's name should be worn.
12. No animals, other than those exhibited, are permitted on the Showground without the Association's prior permission.
13. All Exhibitors are responsible for insuring their own property. Each exhibitor must have in place a comprehensive Public Liability policy.
14. Exhibitor's advertising or signage should be of a high quality and is only permitted within the boundaries of the exhibit. The Association reserves the right to remove any advertising or signage which is deemed to be objectionable or of poor quality.
15. Exhibitors are not permitted to collect money from the public for any charitable purpose or for any other reason, without prior written approval from the Show Association.
16. The sale of raffle or competition tickets throughout the ground is prohibited.

17. Explosive articles are not permitted on the Showground. Any machinery that may be potentially dangerous to any individual on the Showground must be protected in such a way as to safeguard against any possible injury that may arise. The Association reserves the right to remove any article/s that may be deemed objectionable, dangerous or unsuitable. Exhibitors, who have any questions regarding articles they propose to exhibit at the Show should contact the Association for a Certificate of Approval.
18. The use of any loud speakers and amplifiers during the Show must be first approved by the Association and requests to use loud speakers and amplifiers should be made in writing. Exhibitors should have respect for the public and other exhibitors when using such equipment and keep noise levels to a minimum. If complaints are received regarding any loud noise created by such equipment the Association will be obliged to take appropriate action.
19. Exhibitors, their staff and their appointed agents must take all necessary precautions to ensure the safety of themselves, their staff and their property at all times whilst on the Showground.
20. Exhibitors will be responsible for removing all rubbish from the showgrounds.
21. **All trade sites are to be open for trade/display until 4pm on Show day, unless permission is sought via the Secretary, prior to show day. New Grand Parade Time of 12:30pm and the show be open until 4pm for the public enjoyment**

**Form to be Completed, Signed and sent or emailed along with payment to:**

Rai Valley A & P Assn  
P O Box 51  
Rai Valley 7145

Or Email:

[raivalleyshow@live.com](mailto:raivalleyshow@live.com)

If you email this form to the Secretary, you are not required to post it in addition. Thank you 😊

Enquiries to:

Andrea Pilcher  
Show Secretary  
027 357 8211  
03 318 5108