

Welcome to the 2023 Chinchilla Show

Thank you for showing an interest in booking a Trade Site for the 109th Chinchilla Show on 26th & 27th May 2023. You are welcome to participate in our theme as that would add more character to showtime but is not mandatory.

Please find below an application form with the fees and charges for a trade site space at the 2022 Chinchilla Show.

Please complete the enclosed application form and return with a copy of your current public liability insurance policy, Statement of Compliance Form and food license (if applicable). We do reserve the right to refuse an application form if we already have the same line of goods booked in.

By filling in and signing the form you are agreeing to our Stall Holders Terms and Conditions which if not attached to this form is available on our web site.

The Chinchilla Show is run by the Chinchilla Agricultural and Pastoral Society. The majority of people behind the scenes are local volunteers. Some personnel are not available at all times as they may have other jobs or commitments. We appreciate your understanding.

The main office operates on a part time basis to seasonal demands.

Queries relating to space should be directed by email to:

secretary@chinchillashowsociety.com.au

Chinchilla Show web site or our facebook site. You mightn't get a response straight away, but we will endeavour to get back to you as soon as we can.

Chinchilla A&P Association
Inc, PO Box 1, Chinchilla QLD
4413, 2 Zeller Street

Chinchilla A&P Association

26th and 27th May 2023 Show Trade

Business Information

Business Name:

Goods displayed or sold:

Contact Name:

Email address:

Mobile number:

Postal address:

Town:

Postcode:

Metres

FEES

@ \$ 37 **PAVILION** Unpowered per metre frontage
STRICTLY ONLY 1.8m FROM WALL

@ \$ 43 **PAVILION** Powered per metre frontage
STRICTLY ONLY 1.8m FROM WALL

@ \$ 32 **OUTSIDE** Unpowered per metre frontage

@ \$ 37 **OUTSIDE** Powered per metre frontage

@ \$ 16 **MACHINERY** per meter frontage

Number of Nights **Camping** @\$ 28 per night

**Statement of Compliance /Public Liability / Food License (if applicable)
attached**

Yes

No

Payment Details

Direct Debit: \$

Westpac BSB: 034 171 Account: 000051
(name or invoice # as reference)

Cheque: \$

of the cheque:

EFTPOS: \$

CASH: \$

Phone

Office

I agree to all the terms and conditions as on the Stall holders Term and Conditions form
either attached or on our web site www.chinchillashow

Signature: (Please make sure you have read terms & conditions before you sign)

Date:

Office use only

Received: / /23

Invoiced: : / /23

Paid: / /23

Site #

Stall Holder Terms and Conditions

APPROVAL – Stallholders will be checked against the banned stallholders list as issued by Queensland Chamber of Agricultural Societies Inc. Stall holders with outstanding monies will not be approved. A limited number of operators that offer the same goods/services will be approved. The approval process is conducted by the space stewards.

COVID-19 – All trade sites must have their own COVID Safe plan and the Statement of Compliance must be on display at all times

PAYMENT - After approval, stallholders will be advised and issued an invoice. Payment must be received by the due date. Bookings are confirmed once payment is received. Sites may be reallocated if payment is not received by the due date. **Do not send payment prior to approval – stallholders will be invoiced.**

BUMP IN – Stallholders will be required to report to the Secretary's Office when they arrive on the grounds. Site location confirmed and passes will be issued then.

SET UP – All trade sites must be set up before 8:30am Friday. Outside can set up Thursday or Friday morning but inside will not be able to setup before 4pm Thursday unless prior approval by a committee member. Access to Pavilion will be from 6:00am Friday and Saturday mornings. Stall holders are responsible for their own marquee and stall lighting (if required). Outdoor marquees must be suitably stabilised.

GATE ENTRY –Entry fee will need to be paid unless you have your trade pass.

TRADING HOURS – All stallholders must be set up and ready for trade by 9:00am Friday and Saturday mornings. The pavilion will be locked Friday at 6:00pm. **Saturday all stalls are to stay set up until at least 3:30pm.**

PASSES – Entry passes are provided upon check in on Thursday prior to the show. **Two** passes are issued per site. These passes allow entry for Friday and Saturday and must be stamped at the gate entry each day.

LOCATION - Stall holders **MUST** indicate preference for an inside out outside site and how many metres of frontage that they need. The location sites within these areas are at the discretion of the space stewards. While stallholders may request a particular site, the space stewards have the right to amend or alter the exact location of the site.

STALLS - All stall holders must ensure that stalls are show standard with suitable stands and backing. This must be adhered to in the interest of all stallholders and exhibitors. Stall holders shall not assign or sublet of any part of allocated space without the consent in writing of the Chief Space Steward. The site allocated **MUST NOT** be changed without the approval of the Chief Space Steward.

POWER – Access to power for one lead is included with power site fees. The vendor must ensure they bring an appropriate lead if needed. If more than one lead is required additional access charges apply. All electricity leads will be checked and a tag is required in the power box end. Any leads without approved tags will be removed. Any exhibitors intending to bring electrical equipment will be required to ensure that such equipment is fitted with earth leakage circuit breakers and that all electrical leads, tools and appliances have been inspected and tagged by a licensed electrical contractor and are in date. This is essential for the safety of yourself, your fellow exhibitors and the general public and is a requirement of Workplace Health and Safety Act 1989. The Act imposes very severe penalties in the event of non-compliance with it's provisions. Any exhibitors who do not comply, will not be allowed to trade or exhibit at the Chinchilla showgrounds. Please check all your electrical equipment and leads before you come, to avoid any difficulties.

INSURANCE – Stall holders must have relevant insurance cover. The Chinchilla A&P Association Inc. will not be held responsible for any loss or damage of goods. A legible copy of the stall holder's liability certificate and/or food license of currency must be supplied before or on arrival. A failure to supply this/these certificates will result in an inability to operate at the show.

BEHAVIOUR – The Chinchilla Agricultural and Pastoral Society has the right to eject stall holders for inappropriate behavior. Matters will be reported to on site security and the police where necessary. Incidents will be reported to the Queensland Chamber of Agricultural Societies Inc which may result in being added to the banned stall holder list.

LEGISLATION - All stall holders must abide by the relevant legislation relating to their product service or activity.

PLASTIC BAGS – Single use plastic bags are banned for use in Queensland and are not permitted to be used at the show.

WASTE – Stall holders are encouraged to consider waste minimisation efforts and limit disposable items such as balloons and plastic straws. We encourage vendors to offer discounts for reusable food ware (eg coffee van provides discount for customer presenting reusable cup) and encourage use of alternatives to plastic such as compostable serving ware for food.

COMMUNITY GROUPS – Describe the group's activities on the form. The committee will then decide on the charge if any at all.

REFUNDS – Refunds will be considered on a case-by-case situation and will not be issued during the show. These will be at the discretion of the management committee and processed after consideration.