

**Wynyard Agricultural and
Pastoral Society Inc.**

ABN 39 075 328 277

PO Box 303

Wynyard, 7325 Tasmania.

Mobile: 0408323196

Email: wynyardshow@gmail.com

TO THE TRADE /DISPLAY/ATTRACTION SPACE ORGANISER

Please find attached application for space at the Wynyard Show to be held on the 16th March, 2019

TERMS & CONDITIONS –

1. A notice confirming the allotment of space, gate passes and invoices will be forwarded to you prior to the show.
2. **ALL STALLS, DISPLAYS, VANS ETC MUST BE ERECTED BY 8.30AM ON SHOW DAY AND MUST REMAIN ON SITE UNTIL 4PM ON SHOW DAY.**
3. ALL FOOD STALLS MUST COMPLY WITH CURRENT FOOD SAFETY STANDARDS.
4. ALL TEMPORARY STRUCTURES MUST BE APPROPRIATELY ERECTED AND IN FULL COMPLIANCE WITH THE MANUFACTURERS INSTRUCTIONS.
5. The Committee of the Society shall have power to enter upon the area of your stall at any time to remove any articles, sign, pictures, printed matter, or sideshow which in their opinion may cause offence to the public or the officials of the Society.
6. No livestock or domestic animals will be permitted on site without the express permission of the Committee.
7. All exhibitors using power of any description or for any purpose are required to provide and use a residual current device (RCD).
8. Space holders are to supply their own extensions cords, stalls etc. All appliances without permanent wiring are required to be tagged. No double adaptors or piggy backing allowed.
9. All leads on the Ground must be covered with appropriate rubber matting or fenced off from the public.
10. Vehicles are NOT permitted to remain inside the Showgrounds UNLESS the vehicle forms part of the display.
11. The Society shall not be liable for any loss of or damage to exhibitors' property whilst on the showground.
12. Standard Tent Pegs must be used and they must be covered in such a way as to prevent the public from injury.
13. Raffles shall not be conducted on Show day unless prior approval has been granted from the Committee.
14. Any gas fittings or appliances will comply with relevant regulations.
15. All exhibitors must provide an approved fire extinguisher to their site

16. Tasmanian retailers can no longer supply shoppers with non-biodegradable, lightweight plastic shopping bags, this includes all exhibitors and stall holders
17. WYNYARD SHOW IS A SMOKE FREE EVENT



Any queries please contact the secretary on the above numbers.

Regards,

Maxine Ewington

Maxine Ewington
Secretary

WYNYARD AGRICULTURAL & PASTORAL SOCIETY INC.

SATURDAY 16th March, 2019

Trade Space Application

Organisation Name:Contact Name:

Address:.....

Post Code..... Email Address

ABN: Phone: (Bus.) (Private/Mobile)

Your Site

Type of Exhibit/Stall (please give full particulars)

Trading/Selling:.....

FOOD VENDORS

Your food premises licence: Number:..... Issuing Municipality:.....

PLEASE ATTACH A COPY OF YOUR LICENCE.

If you do not have a licence, we will apply for a licence on your behalf. Please tell us in detail what you wish to sell:

Space Required: Frontage: metres Depth: metres

Type of stand: Tent, Van, stall (Please circle) or other

Front Open Shed or Outside Space.....Circle relevant details

THERE ARE SPECIAL REQUIREMENTS FOR TEMPORARY STRUCTURES

Exhibitors/vendors erecting marquees, booths, tents or enclosures for public entry, greater than 70 sq. mts. require a Temporary Structure Permit, engineering data, a detailed drawing of entry and exit points and internal arrangements.

POWER REQUIREMENTS -

Where power is required a cost of \$25 per site applies.

Amperage Required - 10amp Number required

15amps Number required

(If more than one of each required cost will be \$35)

As powered sites are restricted in number early applications will have first preference.

GATE PASS ALLOCATION: FEES RECEIVED - Up to \$60 - 1 pass
3 \$61 and over - 2 passes.

Your Public and Product Liability Insurance

Insurance Co..... Policy No.

*A Certificate of Currency or certified copy of same **MUST** accompany this application.*

Prices

Please note that prices include GST

Front Open Shed: \$18.00 per metre frontage. (Limited space available)
Outside Site: \$18.00 per metre frontage. (Including vehicles if used in display).
Food sale/Retail: \$20.00 per metre frontage. (Outside)

DETAILS OF PAYMENT ENCLOSED:

Cost of space	\$
Membership \$20 (Optional - in 2 adults, 2 children)	\$
Additional Gate Passes (\$10.00) No. req.	\$
Power \$25 (extra power \$35)	\$

TOTAL PAYMENT: \$

Direct Deposit details-

Bank: Westpac , Burnie
BSB: 037 - 620

Account Number : 990120 (Please attach remittance advice when returning this form if paying by Direct Deposit)

OFFICE USE ONLY:

Date Rec:

Receipt No:

Amount Rec:

Paid:

Site Allocated:

I/We the undersigned acknowledge receipt of, and agree to abide by, the Rules and Regulations enclosed herewith. I/We acknowledge that there is no guarantee that space applied for will be available or approved as requested, and that the Wynyard A. & P. Society may refuse an application, or once having granted one, substitute an alternative site.

Signature: **Date:**.....

Please return application, insurance details, payment to:

Wynyard A. & P. Society, PO Box 303, Wynyard Tas 7325

E-mail: wynvardshow@gmail.com Mobile: 0408 323 196

Applications must be received by 1st March, 2019

Early replies will assist in securing a site, late entries may be refused.

OCCUPATIONAL HEALTH & SAFETY

THIS FORM MUST BE COMPLETED AND BROUGHT WITH YOU TO THE SHOW.

FORM TO BE RETAINED BY STALLHOLDER (NOT SUBMITTED WITH APPLICATION) AND BE AVAILABLE, SHOULD REQUIRED, FOR INSPECTION BY THE HEALTH AND SAFETY OFFICER.

Exhibitor Name:		RISK LEVELS (if applicable) H = Act immediately to fix the problem M = Establish appropriate control measures & monitor L = Manage by routine procedure

Hazards	Suggested Risk	Risk Level				Control Measure in Place ✓
		H ✓	M ✓	L ✓	N/A ✓	
Slip Trips and Falls	Exhibit designed to minimise exposure to hazards, slips, trips and falls					
	Barrier in place to separate people from hazardous conditions expected on your site					
	Mats placed over uneven surfaces and cables					
	Warning signs to indicate hazards					
	Surface dried and clean as soon as hazards occurs					
	Hand rails and steps to be of solid construction and manufactured in accordance with Australian Standards					
	Supervision in place to assist and instruct visitors climbing onto plant and machinery					
Electrical	All leads and power boards must have a current testing and compliance tag attached. On site testing and tagging available at exhibitors cost					
	Cables and leads inspected "in situ" to identify risk of crushing/cutting or exposure to moisture					
Fire	Public and others separated from sources of fire by barriers					
	Combustible/flammable material kept to a minimum and segregated from sources					
	No smoking near flammable material					
	A fire blanket is required where any cooking activity is taking place					
	Site with Marque/Temporary Structure less than 15m x 20m Minimum of one (1) Dry Chemical Powder extinguisher AB(E) rating					
	Site with Marque/Temporary Structure greater than 15m x 20m Minimum of one (1) Dry Chemical Powder extinguisher AB(E) rating and Minimum of one (1) water extinguisher.					
Plant & Machinery	Licensed, Experienced and competent operators only to operate					
	Speed limits and load restrictions adhered to					
	Passengers not to be carried					
	Safety provisions and supervision in place when backing plant & machinery					
	Engine switched off and keys removed when unattended					
	Segregation of patrons by means of barriers, fences and supervision					
	All machines operating excessively must provide noise control measures for public safety					
	Protective clothing and equipment supplied and used					
	Provide protection to others from injury and contamination with omitting dust and fumes					
Dangerous Goods and Hazardous Substances	All dangerous goods/hazardous substances in suitable containers, labelled and with appropriate warning signs, barriers where applicable and effective supervision					
	Material safety data sheets available at your site					
	Required protective equipment must be made attainable or provided to be					

	worn by workers					
	Exhibitors using Fuels and Gas on their site must advise maximum volume that will be stored on site.	Type:	Volume:			
Cuts and Laceration Hazards	Eliminate sharp objects and protrusions from your exhibit					
	Place barriers between sharp objects and workers/visitors, limit exposure to hazards					
Thermal Hazards	Public and others separated from hot/cold barriers					
	Warning signs erected					
	Required protective equipment must be made attainable or provided to be worn by workers					
	Note : Special Permits are required when undertaking "hot work".					
Gas Safety	Only certified appliances in use					
	All equipment hoses and cylinders to be inspected prior to show and be within test date, good condition and checked for leaks					
	Gas cylinders secured to prevent falls and not blocking exits or pathways					
	Located away from flammable materials and ignition source					
	Please refer to Dangerous Substance (Safe Handling) Act 2009 www.wst.tas.gov.au for further information					
Gravitational Hazards	Heavy items not to be stored at heights					
	Temporary structures checked for stability and strength taking into account possible weather conditions (eg. wind, rain etc.) All silos and tanks should be securely anchored					
Microbiological Hazards	The Food Act 2003 requirements apply to all food and drink sites					
	Exhibitors who have a hospitality area within site, this includes samples, must have a permit					
Manual Handling	Correct technique used when lifting to prevent back strains and injury					
Livestock	Livestock fully restrained by appropriate devices at all times					
	Barrier placed between public and animals					
	Attendants adequately trained and aware of possible hazards and have control over animals					
Marquee	If a marquee is larger than 100 sq. metres, IT MUST BE ERECTED by a person who has qualifications to do so.	Name of qualified erector:				
	If you are hiring a Marquee please advise company hired from:	Name of hiring company:				
Other Hazards Identified						

This statement indicates that I / We, the Exhibitor

Name of Exhibitor's Site: _____

Have implemented the above control measures for our site and activities for the Wynyard Show to be held on the 14th March, 2015 and all assistants at my/our site will be inducted in the Risk/Hazards and understand what controls are necessary.

Person Responsible: _____ Signed: _____

Title: _____ Date: _____