

THE MAITLAND SHOW

16th, 17th, 18th FEBRUARY 2024

Commercial Site Application

Please complete one (1) application for each business

Business Name: _____

Product: _____

Contact: _____

Address: _____

Email _____ **Phone:** _____

Previously attended Yes / No **New** Yes / No
Location: _____ Location _____

Type of Space	Cost (ex. GST)	Requested Site Frontage	Requested Site Depth ¹	Power Required ²
A Outdoor Commercial Space, Trade Stalls, etc (Including Showbags)	\$160/metre frontage			
B Food Outlets	\$180/metre frontage			
C Not For Profit Incorporated Organisation and Charities	\$80/metre frontage			
D Schools and Dance Groups, etc	\$110/metre frontage			
E Indoor Commercial Sites	\$110/metre frontage			
F Amusements, Attractions or Entertainment	Cost On Application ³			

- Standard site depth is 3m. Specify if extra depth required, costing subject to approval.
- Powered sites - Single Phase \$60 per site; 3-Phase \$150 per site.
- TBC³ - fee determined based on space and value to the Show.

Applications are assessed as received and close on the 19th January 2024.

FULL PAYMENT IS REQUIRED BY 29th January 2024.

A copy of PLI Certificate of Currency with a minimum cover of \$20 million and copies of any Food Safety Certificates must also be provided before the Show. I acknowledge receipt of and acceptance of the Commercial Exhibitors' Terms & Conditions.

Please return email to admin@maitlandshowground.com.au

Signed _____ Date _____

Office Use:

Date: _____ Receipt: _____ Fee: _____ Deposit: _____

Commercial Exhibitors' Site Terms and Conditions

1. The full fee must be paid to the Association no later than 29th January 2024. If the fee is not received on time the Exhibitor forfeits the right to the allocated space. If the space is cancelled within 14 days of the Show, a \$100 administration fee will be held and if the space is cancelled within 7 days before the Show there will be no refund of any fee paid.
2. The Exhibitor must have a current Public Risk Insurance Policy extended to include the Exhibitor's liability, for not less than \$20 million coverage. The Exhibitor must provide Certificate of Currency to the Association.
3. All registrations and licences required by law must be current and available for display.
4. WHS is the responsibility of the Exhibitor.
5. The Exhibitor will have access to the allocated space on the 16th February 2024. The Exhibitor shall complete all work to be done in connection with the erection, preparation and presentation of the exhibit hereby authorised before 9.00 am on 16th February 2024.
6. Displays, stalls or fixtures must not be dismantled, or goods and materials removed before 5.00 pm 18th February 2024. All goods and materials are to be removed and the area completely vacated not later than 20th February 2024. All rubbish and waste must be removed from the grounds for the duration of the Show unless you have paid the waste removal fee.
7. Every commercial exhibit must be open to the public during the normal operating hours of the Show or at such times as approved by the Show Manager.
8. Trade vehicles, vehicles conveying supplies and vehicles owned or used by commercial exhibitors are not permitted to remain in the Show operation area during the Show hours. All vehicles must be in the designated parking area before 8.30am each morning.
9. The allocated area is to be used only and solely for the purpose specified. No sub-letting will be permitted without the written permission of the Association.
10. Any damage to the Showground infrastructure or facilities caused by a Commercial Exhibitor, their employees or contractors must be notified to the Showground office immediately and compensation or the cost of the damage will be paid for by the Commercial Exhibitor.
11. No selling, canvassing, hawking or distribution of printed or other matter will be permitted outside the allocated area. The display of advertising signs of any description is restricted to the area occupied by the Commercial Exhibitor.
12. Application for permission to erect signs attached to the Association's buildings or fixtures must be made in writing to the Show Manager not less than one (1) week before the Show.
13. Under no circumstances may a Commercial Exhibitor excavate, dig, or place pegs in their area without first obtaining authority from the Showground Manager.
14. All electrical equipment is to be declared on the application form. Electrical appliances must have current testing tags and be attached as required by law. Unauthorised equipment not declared or incorrectly wired will be disconnected. Repeat offences will result in the Commercial Exhibitor being shut down or removed from the Show.
15. It is recommended that each Commercial Exhibitor has available for use on each site at least one chemical fire extinguisher of an approved type.
16. The Association shall not be held liable for loss of or damage to the Exhibitor's property whilst on the Showground.
17. The disposal of knives or cutting instruments, by sale, exchange, free distribution, or in sample bags, is prohibited during the Annual Show.
18. The Association shall have power to stop any undue noise created by the Commercial Exhibitor and/or their employees.
19. Any disputes arising between Commercial Exhibitors must be referred to the Showground Manager or designated contact person immediately.
20. If the Association should find it necessary or expedient to cancel or postpone the Show, the Exhibitor will be given written notice and any fees refunded. The Association shall not be liable to the Exhibitor for any compensation on the grounds of loss of profits or otherwise in respect of such cancellation.