



Tennant Creek & District Show Society Trade Stand Application Form 2024

Business Name: _____

Contact Name: _____

ABN: _____

Mobile Number: _____

Email Address: _____
(for accounts)

Email Address: _____
(for site queries)

Exhibit Type:	Commercial	Industrial	Government
Vendor:	Stall	Food	Other <i>(specify)</i>
Exhibit Location:	Main Pavilion		External Site

Brief Description of Exhibit: _____

Details of products for sale: _____

If using an outside contractor to set up site, please advise who: _____

Do you require the same site as last year?	Yes	No
Did you attend last year's show?	Yes	No

Main Pavilion	Meters required: <i>(min 3m)</i>	@ \$80 per running meter	\$
External Site	Meters required: <i>(min 3m & depth does not exceed frontage)</i>	@ \$40 per running meter	\$
Power required	Yes	No	@ \$ 55 per day \$
Water required	Yes	No	@ \$ 25 per day \$
Camping required	Yes	No	@ \$ 25 per day \$
Vehicle Passes	Additional required: _____		@ \$ 5 each \$
Exhibitor Passes	Additional required: _____		@ \$ 15 each \$
Award Nomination Fee			@ \$ 6.00 \$
			TOTAL \$

Key Dates & Times

Applications due	31 st May 2024	
Full payment due	14 th June 2024	
Bump In (set up site)	Thursday 11 th July 2024	<i>Set up must be completed prior to 4pm</i>
Show Day	Friday 12 th July 2024	<i>Show Hours: 8am to 5pm</i>
Bump Out (dismantle site)	Friday 12 th July 2024	<i>You cannot dismantle your site until the show has closed at 5pm</i>

Terms and Conditions

- Applications for trade stand must be submitted and received by the Tennant Creek & District Show Society (TCDSS) by 31st May 2024 via email to tennantcreekshow@gmail.com
- Minimum space is 3 meters. The frontage area must include space for guy ropes. Drawbars and maneuvering etc.
- 2x exhibitor passes are included in your site fees & must be collected from the Show office on Thursday 11th July 2024. Additional exhibitor passes are available for purchase.
- All prices are GST inclusive and no further account paperwork is required. Invoices will be generated upon processing your application form. Failure to pay by 14th June may result in your site being resold/reallocated.
- A copy of your Public Liability Insurance must accompany your application. If you are a food vendor, you must also supply a copy of your food vendor license and a photo of your gas compliance.
- All sites must be left in the condition they were upon arrival.
- NT WorkSafe will visit the Showgrounds to inspect all sideshows and sites to ensure all safety standards are met.
- The use and purpose stated in the application may not change without the approval of the TCDSS. A full description of the goods sold is to be included with the application, no deviation from the type stated will be allowed.
- All vehicles entering the showgrounds are required to display a current car pass. One car pass is included with your site application. If you require more than 1 vehicle within show site, you must purchase additional passes. Additional car passes for standard vehicle is \$5.00 each.

Camping at Jubilee Park is limited. All Camping is strictly for site holders only that have indicated on application form. Camping is at a fee of \$25.00 per day

Sellable Goods: Site Holders wishing to sell raffle tickets or to collect donations may do so only with the approval of TCDSS. All sales must conform to the requirements of the Racing and Gaming and Licensing Commission. A copy of the relevant permits must be provided. Roving photographers will not be permitted to charge the public any money. At the discretion of the TCDSS, no article that creates a nuisance, annoyance, is dangerous, offensive or of an objectionable nature may be displayed, given away, sold or given as a prize.

Grounds, fixtures & fittings: No person shall break any ground surface without previous permission or cause damage or alteration to any building, structure, and fixture or fitting. The cost of repair to the original condition shall be borne by the person causing such damage. No fixing holes may be drilled in any concrete floor or structure. Liability from loss, non-delivery or damage caused to or by any site shall be the responsibility of the site holder. The cost of insurance shall be arranged by and borne by the site holder.

Dogs: All dogs in the site holder's area must be kept in an enclosure. Dogs which are loose or have been tied up but can still interfere with patrons/staff will be removed by the Tennant Creek Town Council Ranger at the owner's expense.

Electricity & Water Supply: applications for electricity & water must be made on the application form.

- All electrical equipment used by the site holder shall comply with Australian Standards 3000, 3002 and any other standard that covers the equipment in use. All electrical equipment shall be safety checked and display test labels in compliance with the Work Health Act.
- All leads from distribution boards must be protected against damage or tripping hazard. Protection shall comply with AS 3002. Trenching of roads is prohibited.
- Double adaptors, power boards or any other form of increasing power availability will not be allowed at a point of supply. Only one power lead per outlet is permitted. This lead is to be rated at least 15 amp for single phase outlets and 20 or 32 amps for three phase outlets.
- Three phase outlets are not to be used to achieve single phase power unless a subboard meeting the above regulations is used. 5 pin plugs must be used in three phase outlets. The use of the earth pin for neutral is strictly forbidden.
- All electrical faults at distribution boards must be reported to TCDSS President on 0417 829 383
- TCDSS will notify site holders if their power requirements can be met and the cost to the site holder. In general, there is only one (1) outlet available per site.
- TCDSS reserves the right to remove electrical supply from any site that is considered unsafe. The cost of any excessive use of power and water for anything other than ordinary use may be charged for at the cost of provision. Arrangements for supply of excess requirements shall be made by the person requesting the supply by previous permission of TCDSS. The supply will be un-metered and a fixed charge will be rendered prior to allocation of sites. Total load per single-phase outlet is not to exceed 15 amp or 2,400 watts. Sites exceeding this will be disconnected.
- Site holders must determine total loading of their site and book the required number of outlets.
- TCDSS will not be responsible for any loss due to failure of power supply. Site holders requiring three phase power shall advise at time of site application. The total load per phase must be stated.
- No site holder shall carry out or cause to be carried out by another person, any work or modification to a Distribution Board.
- Site holders will be liable for the cost of any damage done to a distribution board caused by overloading or misuse.
- Water supply is not guaranteed. Site holders requiring water connections shall advise and check availability. Hose and connectors to available outlets will not be provided

Fire Regulations: All site holders must provide the prescribed level of fire protection for the type and use of their business. A minimum of one 2A30BE fire extinguisher is required where electrical appliances or LPG is used. 2A30BE = Dry Chemical Powder unit. A maximum of two 9.2 kg LPG gas cylinders are allowed to be stored on site. Gas appliances and cylinders must conform to NT Worksafe requirements. Site holders are required to comply with the Fire Brigade Act Part 2, section 13. All requirements and instructions of Northern Territory Fire and Emergency Services personnel must be complied with. No fire hose or protective device shall be covered by any part of a display or structure. Tampering with fire protection devices is strictly prohibited. No fire reel hose shall be used for water supply, filling or hosing purposes.

Declaration

- Application invalid if this form is not signed by owner/authorised representative
- I understand that without providing a current copy of our 'Public Liability Insurance Cover' and 'Food Business Registration from our home state' (Food Vendors only) the TCDSS will be unable to accept an application for a site at the Show.
- I have read through and agree to abide by the TCDSS Rules & Regulations outlined above
- I acknowledge that site sizes will be allocated based on the size that I require. Vehicles not within the allotted space will be removed from the show grounds at my expense.

- Full payment must be made by 14th June 2024 or site will be re-sold.
- I understand that no camping is permitted in the trading areas, except where it is part of the site arrangement.
- I have read and understood all terms and conditions.
- I agree to confirm as an exhibitor to all rules, regulations and orders of the Tennant Creek & District Show Society and undertake to notify my/our agents or representatives of them.

Name: _____

Signature: _____

Date: _____

Office use only

Date application received	
Insurance Cert received	
Food Vendor license received	
Invoice Processed / Number	