

# TRADE SPACE SITE APPLICATION FORM 2020 WARWICK SHOW



**Complete and correct application must include:**

- Certificate of Currency (Public Liability Insurance) – Must cover event dates.
- Food Vendor License or evidence of exemption (if applicable)

**APPLICATIONS CLOSED & MUST BE RECEIVED BY: 14<sup>th</sup> February 2020**  
**Unsuccessful and Successful Applicants will be notified by the 21<sup>st</sup> February 2020 and Invoices will be attached with successful notifications. Full Payment must be received by 28<sup>th</sup> February 2020.**

<b>Trading Name</b>	
<b>ABN</b>	
<b>ABN Registered Name</b> (if different to Trading Name)	
<b>Contact Person</b>	
<b>Postal Address</b>	
<b>Mobile No</b>	
<b>Email address</b>	
<b>Website</b>	
<b>Facebook Page</b>	
<b>Certificate of Currency Public Liability Policy Number and name of Insurer</b> <i>(Please attach copy)</i>	
<b>Vehicle registration number/s</b>	
<b>Please state all intended business</b> <i>(e.g. sale of shirts, hats, novelty items etc.)</i> Food Vendors: please include <b>FULL</b> menu	
<b>Food Vendors: are you selling coffee?</b>	Yes / No
<b>Special Requirements</b> <i>Should you have any special requirements or requests, please list these requirements.</i>	
Please read the Conditions of Application carefully before signing this form. I have read and agree to the Conditions of Application sent with this form	
<b>Signature:</b> _____	<b>Date:</b> _____

<b>SITE FRONTAGE</b>		
No latitude will be given. Please read condition 4. No vendor will utilize space beyond his/her paid site area.		
<input type="checkbox"/> AREA A EXTERNAL	_____ m x \$60 (must be rounded to the next whole number)	\$
<input type="checkbox"/> MACHINERY	_____ m x \$50 (must be rounded to the next whole number)	\$
<b>SITE DEPTH</b>		
All sites will come with a 5 metre depth. If you are needing additional depth then please outline the extra metres needed. <b>NO VENDOR WILL UTILISE SPACE BEYOND THEIR PAID SITE AREA.</b>		
<input type="checkbox"/> AREA A EXTERNAL	_____ metres x \$27.50	\$
<b>EXHIBITORS PASSES</b> Includes: 3 x 3 day weekend passes 1 x access all areas vehicle pass (If your site is over 5 metres frontage, 1 extra gate pass will be provided)		
Extra Passes – 3 Days	_____ x \$10	\$
<b>CAMPING</b> - If camping is required off trade site, please advise camping requirements.		
Frontage:	Depth:	
Extra Days (not including 19 – 21 March 2020)	_____ x \$25	\$
<b>ELECTRICITY</b> - Please specify if your site requires power.		
<input type="checkbox"/> Not Required		\$
<input type="checkbox"/> Standard	_____ x \$25	
<input type="checkbox"/> 3 Phase	_____ x \$50	
<b>TOTAL SITE FEE</b>		\$
(Site Frontage + Additional Depth + Additional Helper Passes + Camping + Electricity)		
<b>SITE FEE TO BE INVOICED</b>		\$

**PAYMENT OPTIONS:**

NOTE: Applications will not be considered if not signed and accompanied by Current Public Liability Certificate and Current Food Vendor License if applicable.

- Direct Deposit Details:  
BSB: 817001      ACCOUNT NUMBER: 400274800  
Please put your trading name as a reference.
  
- Credit Card – please contact office for processing Credit Card Payment PH: 07 4661 9060

**Refund: Bank Details**

Please supply your bank details for refunds if required

Account Name:	
Account BSB:	
Account Number:	

CONDITIONS OF APPLICATION  
**TRADE SPACE WARWICK SHOW 2020**  
SHOW DATES – Friday 20th March to Sunday 22nd March 2020  
APPLICATIONS CLOSE – FRIDAY 14<sup>th</sup> February 2020

***Please read the following conditions of application prior to completing your application form. By signing the Trade Space Application Form you are accepting these conditions of application and general conditions of entry. Incorrect/incomplete applications will be returned via email directly to the applicant for amendment.***

1. A complete and correct application, which includes a copy of current Certificate of Currency - Public Liability Insurance and Current Food Vendors License if applicable, must be received by Friday 14<sup>th</sup> February 2020. The Trade Space Vendor must maintain with an insurance company, adequate public and products liability insurance for the duration of the 2020 Warwick Show.
2. Successful applicants will be selected and notified by email after 21st February 2020. All successful applicants will receive an email of confirmation including details regarding setup for the event and Invoice will be attached. Unsuccessful applications will be emailed at the same time.
3. Vendors will be given the option to cancel their site within 5 business days of being sent the approval email without penalty. Otherwise full payment will be due. The Vendor has the option of replacing themselves with another vendor provided the replacement Vendor is acceptable to the Warwick Show and Rodeo Society Inc. Due to the competitive nature of trade space, the replacement Vendor must sell the same type of merchandise.
4. Each successful vendor will be allocated a particular site. This site cannot be exchanged. The size of the site allocated will be as per the site frontage and site depth applied for on the application form. If the vendor requires a replenishment vehicle or camping on site, please include this in the size of the site. **NO LATITUDE WILL BE GIVEN.** No selling, canvassing, hawking or distribution of printed or other matter will be permitted outside of the area assigned to the vendor. **NO MOBILE SELLING ALLOWED UNDER ANY CIRCUMSTANCES.** Failure to comply with this stipulation will warrant the confiscation of such articles/goods and the eviction of offending persons from the Warwick Showgrounds. If the vendor is dissatisfied with the allocated site, the vendor should withdraw the application immediately. Do not arrive at the Show expecting to negotiate another site. The Warwick Show and Rodeo Society Inc reserves the right to move a vendor should the need arise.
5. All trade sites must be kept clean and completely free of rubbish during trading and when trade site is vacated at finish of event. **NO GLASS IS TO BE BROUGHT ONTO THE GROUNDS.**
6. The Vendor must comply with all statutory obligations under the Workplace Health and Safety Act and any regulations made under it, Safe Food (Qld) and any regulations made under it, the Electrical Safety Act 2002 and any regulations made under it, the Dangerous Goods Safety Management Act 2001 and any regulations made under it and any applicable Advisory Standards, Industry Codes of Practice or Australian Standards which apply in Queensland. See (1) Current Food License must be provided on Application.
7. Vendors in the Trade Space area cannot sell Traditional Showmen Lines as follows: - fairy floss, Dagwood dogs, waffles, doughnuts, toffee apples, snow cones and cordial based drinks, toys and novelties including dolls on sticks, inflatable and soft plush toys. Noncompliance may result in the

(Please turn over)

vendor being removed from the grounds and vendor may be refused entry to future Warwick Show and Rodeo Society Inc events.

8. Only those goods of the nature stated on the application form are to be displayed and/or sold. The Trade Space Coordinator shall retain the power to enter upon the vendor's site and remove any article, sign, picture or printed matter which may be deemed as obscene or likely cause offence to the general public and/or officials of the Warwick Show and Rodeo Society Inc.
9. The Trade Space Vendor indemnifies the Warwick Show and Rodeo Society Inc and its personnel against all expenses, losses, damages and costs that they may sustain or incur as a result of any claims made by any person against the Trade Space Vendor during the 2020 Warwick Show.
10. All Vendors will be allocated three (3) complimentary entry passes for the duration of the Show. Additional helpers' passes will be available at a special price of \$10.00 per person for the weekend. These passes can only be purchased in advance and will need to be included and paid for with your application. The trade vendor shall not under any circumstances dispose of in any way whatsoever the helpers' passes to any person who is not an employee or agent of the vendor. Food Vendors and External Merchant Trade sites (excluding Machinery) with a frontage over 5 metres are entitled to an additional complementary helpers pass.
11. All Trade Space Vendors will need to be in place **between midday and 7pm on Thursday 19th March 2020**. All Vendors are to follow the guidelines set out by the Trade Space Coordinator on duty or his/her representative. Any vehicles/displays set up in the wrong area will be moved. No structure or goods or chattels owned or used by the Vendor shall overhang or protrude beyond the boundaries of the allocated Trade Space site. Unauthorized vehicles will be towed away at the owner's expense.
12. In the interest of public safety, trade display vehicles and machinery will not be able to exit the grounds until **Sunday afternoon from 2pm, 22nd March 2020. This must be strictly adhered to!**
13. Should a Vendor need to camp on the Trade Space site, the application form must be filled out to include the size of the camp in the Trade Space site (space is limited). Refer to Condition No 4.
14. Camp sites are available free of charge (not with trade site) on the grounds for Vendors however they will need to pay \$25 per night for additional nights as stipulated on the application form.
15. Vendors are required to abide by sponsorship restrictions on product sales as advised by the Warwick Show and Rodeo Society Inc prior to the event.
16. The Warwick Show and Rodeo Society Inc reserves the right to reject any application for hire and refund the relevant fees.
17. No subletting is allowed.
18. Please note that Vendors failing to adhere to these rules may be removed from the grounds and may be refused entry to future Warwick Show and Rodeo Society Inc events.

**Please note: Our Tradespace Co-ordinators are valued Volunteers authorised by Warwick Show & Rodeo Society Inc to oversee all aspects of Tradespace. Misconduct by Vendors will not be tolerated and will result in immediate removal from grounds.**

## 2020 WARWICK SHOW - LIST OF BANNED ITEMS

List of Banned Items at the 2020 Warwick Show as follows:-

- Drug Related Goods (including Cocaine Kits, Bongs etc)
- Explicit and Hardcore T-Shirts
- Fake Cigarettes
- Fireworks – Crackers
- Fuel type Fire Lighters (Zippo)
- Horns and Trumpets
- Knives (including Pen Knives)
- Laser Pointers
- Metal and wooden Martial Art Nunchakus
- Playing Cards (nude or lurid)
- Pressure Pack Snow
- Pressure Pack Fart Gas
- Silly String
- Stink Bombs
- Bouncing Beans
- Shang-hi/sling shots
- Bomb Bags
- Water Bomb

Toy Guns are acceptable, however the following are not:-

- Ball Bearing Guns
- Eight Shot Caps
- Pellet Guns
- Pop Downs (Throw Downs)
- Potato Guns
- Replica Guns (bullet type)
- Roll Caps
- Strip Caps
- Water Pistols over 150mm (6")

Samurai Swords, English Swords and Fencing Swords are to be sold in Sealed Packages by Licensed Traders ONLY.

### LIST OF TRADITIONAL SHOWMEN LINES

- Fairy Floss
- Dagwood Dogs
- Waffles
- Doughnuts
- Toffee Apples
- Snow Cones and Cordial Based Drinks
- Toys and novelties including dolls on sticks, inflatable and soft plush toys and fluffy toys over 30cms.