

# Commercial Exhibitor Information and Application



For the 2023 Royal Hobart Show

## Our Details

**Phone:** 03 6272 6812

**ABN:** 56 009 898

**Fax:** 03 6273 0524

**PO Box:** PO Box 94, Glenorchy, TAS, 7010

**Email:** [sales@hobartshowground.com.au](mailto:sales@hobartshowground.com.au)

**Address:** Hobart Showground

**Web:** [www.hobartshowground.com.au](http://www.hobartshowground.com.au)

2 Howard Road Glenorchy Tas 7010

## Exhibitor Information

*Please ensure you read and understand the following*

### Royal Hobart Show Trading Hours

Thursday 26/10/2023: 9am – 5pm

Friday 27/10/2023: 9am – 10pm

Saturday 28/10/2023: 9am – 4pm

### Address:

Royal Hobart Regatta Ground

McVilly Dr, Hobart TAS 7000

### Food, Liquor and Temporary Structure Permits

Please note that there are provisions that must be adhered to under Australian Food, Liquor and Building standards. If you sell food, liquor, or plan on bringing a temporary structure as part of your exhibit, you must submit the relevant documentation in coherence with Australian legislation.

- In the case of selling **food or non-alcoholic drink**, the Exhibitor is required to submit a **Food permit**. Exhibitors must apply through Hobart City Council, TEL: 03 6238 2711 and follow all Council food vendor regulations.
- In the case of sampling or selling liquor, the Exhibitor is required to submit a Liquor permit.
- In the case of a **Temporary Structure** the Exhibitor is required to submit a **Certificate of Likely Compliance** supplied by a Building Surveyor to RAST. Exhibitors must apply to Hobart City Council.
- All vendors must operate within the confines of their site at all times.
- Hobart City Council now has a by-law that bans certain single-use plastic food packaging. The by-law is designed to reduce plastic litter and waste going to landfill.
- All food vendors must refer to the 'Hobart City Council Food Business Regulations' found here: <https://www.hobartcity.com.au/Business/Food-and-beverage-businesses/Food-businesses>

### Electrical Supply

All power supply must be ordered and paid for as part of your application. You must supply your own in date tested and tagged electrical cord and should carry barrier tape or protective strips to cover your cord. Unauthorised and unprotected connection to the Regatta power supply will not be tolerated and will incur penalties. All other electrical equipment must also be tested and tagged before bump-in for the Royal Hobart Show.

### Public Liability

All Exhibitors must provide a copy of their public liability alongside this application.

## Site Safety

Safety of Exhibits must be to the standard required by Workplace Safety Authority, Electrical Standards, and any State or Local Council requirements. Exhibitors' duty of care is to assist and comply with these instructions. It forms part of The Royal Agricultural Society of Tasmania's Safety & Risk Management Policy. All Exhibitors must complete an online safety induction prior to bump-in for the Royal Hobart Show. On completion of this induction, you will be emailed a safety card. You must carry this on you at all times during show. A paper version of this induction can be sourced from administration. During bump-in, high- vision safety vests must also be worn.

The online safety induction link will be provided closer to the event.

## COVID-19 Requirements

- All Exhibitors on site are required to submit a COVID safe plan with their application.
- RAST will be supplying COVID Marshalls for general areas however, all Showbag and Carnival vendors must have an appointed COVID Marshall who is responsible for all COVID requirement implementation.
- RAST reserves the right to postpone or cancel the Show if required to by the Department of Health or due to unforeseen circumstances.

## Site Access and Vacation

The exhibitor may gain access to the site from 9am Monday 23<sup>rd</sup> October. Any food or temporary structure and carnival site will need to be completed no later than 3pm on the Wednesday 25th October to allow time for inspections. All other sites to be set no later than 5pm on Wednesday 25th October. Following the Show, sites are to be vacated no later than 3pm on Monday 30th October.

**HI VIS VESTS MUST BE WORN AT ALL TIMES DURING BUMP IN AND BUMP OUT.**

## Fixtures and Fittings

Exhibitors must not paint or affix anything to any building, pavilion, road or pathway and any other structure within the grounds. Exhibitors shall not drive stakes, dyna bolts or pegging devices into any sealed surface or ground at an outdoor site without written permission from the Society. Damaged surface repairs will be charged to the exhibitor including labor costs at \$75.00 per hour.

## Friday Night Trading

Each year the Show is open until late on the Friday Night of the Show culminating in a magnificent Fireworks display.

Friday Night at the Show means entertainment, fantastic food, carnival fun and of course the fireworks. Traditionally known as "Family Night" the night show allows the whole family to attend the Show and enjoy the fireworks together. **Trading in all areas and Vendors must remain open until 9pm.**

## Security

The Regatta Ground site is locked down prior to Exhibitor bump in. Security will be on site from Sunday evening prior, through to the following Monday after show until 5pm. During this time, 24-hour security personnel patrol the ground with additional security patrolling high risk areas at certain times throughout the event.

Please report any suspicious activity immediately by contacting RAST Administration on 03 6272 6812. Whilst all care is taken, the Royal Agricultural Society of Tasmania does not accept responsibility for any lost or stolen items, goods, cash or personal belongings. We strongly recommend that personal valuables be left at home and all display goods and cash are secured. Please ask if additional secure space is required.

## Severe Weather and Unforeseen Circumstances

During unforeseen events the RAST reserves the right to postpone, cancel or change the operating hours of the Show due to extreme weather or unforeseen circumstances without incurring any liability in relation to fees paid whatsoever. RAST will only do this if it is absolutely necessary.

## Signage

Signage is not permitted outside of the allocated space except by prior agreement.

### Photography

Persons entering the Showground waive all rights in relation to any photograph, image or likeness of them produced whilst attending the Show. The Society retains all property and all images it produces.

### Site Selection

**All commercial space sites will be situated outdoors.** Exhibitors are required to provide their own temporary structure (gazebo/marquee) that **must be commercial grade.**

## Section 1: Contact Details

First Name *		Trading Name *	
Surname *		Billing Name *	
Phone Number *		ABN/ACN	
Email *		Fax	

Postal Address *			
Suburb/City/Town *		State *	
Postcode *		Last time exhibiting at the RHS?	

\* Indicates mandatory field

## Section 2: Your Products

**2A.** As per Australian Competition and Consumer Commission (ACCC) definitions are your products:\*

Made in Australia       Product of Australia       Imported

**2B.** List all your products and services \*

- You must submit a full menu of all products to be sold at the Show, including prices, before your application can be processed in full.

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Please list all products and/or services for sale (or attach product/service brochure/list). The Royal Agricultural Society of Tasmania (RAST) reserves the right to determine which products/services may be sold or promoted at the Show. If your products require a licence to be sold within Australia, you will be required to provide a copy before your application is accepted.

**2C.** Do you sell products that contain pre-packaged or ready to eat/drink food or beverage? \*

Yes (please read conditions below)

No

All Food and Beverage Vendors must apply for a Food Business Permit which will be issued by Hobart City Council. Permit Form will be sent to you on completion of your Application, fees do apply. Your Permit must be displayed at your site.

### **All Food and Beverage Vendors (including alcohol) to complete section 2D**

**2D.** In Accordance with Hobart City Council Guidelines, will you sell... \*

Potentially Hazardous Food

*May contain pathogenic micro-organisms and will support the rapid formation of toxins or growth of pathogenic micro-organisms unless kept at controlled temperatures. Examples are: meat; poultry; seafood; dairy; eggs; smallgoods; cooked rice and pasta.*

Non-Potentially Hazardous Food

*Unlikely to contain micro-organisms and will not normally support their growth due to food characteristics. Examples are: grains; cereals; bread; fats; oils; milks, hot beverages, carbonated beverages and sugar based confectionary.*

State Registered Food Van

*Food Van must be registered within the state of Tasmania and a copy of the registration will need to be supplied for your booking to be confirmed.*

**2E.** Do you sell and/or sample alcohol? \*

Yes (please read conditions below)

No

Selling and/or sampling alcohol is subject to RAST approval. Strict requirements must be met. All Exhibitors selling and/or sampling alcoholic product must complete the Liquor Permit section of the Booking Form. All liquor Exhibitors will be required to provide copies of RSA Certificates for all staff working at their site. Copies of RSA Certificates must also be held at the Exhibitor's site during the event.

## **Section 3: About Your Exhibit**

**3A.** Does your exhibit include a tent, marquee or hoecker? \*

Yes

Yes (for general purposes over 20sqm)

Yes (for food purposes over 10sqm)

**\*Please be aware that special requirements exist for structures with the purpose of general use over 20sqm and larger; and for food purposes 10sqm and larger. Conditions below.**

No (go to next question 3B)

**3A Continued.** Does your exhibit include a tent, marquee or hoecker? \*

***If you answered yes, you must read the conditions below.***

Any structure erected by the exhibitor or supplied to the exhibitor must conform to current regulations regarding temporary structures, as enforced by Hobart City Council. Structures requiring permits are food marquees, hoeckers and tents over 10 square metres. All general marquees, hoeckers or tents over 20 square metres. Please enquire about obtaining a Temporary Occupancy Permit at Hobart City Council or contact the Commercial Space Manager on 03 6272 6812.

Any applications relating to temporary structures must be submitted by 22<sup>nd</sup> of September 2023.

All Exhibitors using a temporary structure of any type should note that weather conditions are unpredictable at this time of year. It is **STRONGLY** recommended that Exhibitors use an all-weather, compliant structure from a reputable supplier. Market gazebos and general use structures are **NOT SUITABLE**. Exhibitors are responsible for ensuring that their structures are properly anchored with appropriate devices. Dynabolts, stakes and other pegging devices are **NOT TO BE USED ON ANY SEALED SURFACES** on the Regatta Ground. Offenders will incur a minimum penalty of \$500. RAST accepts **NO RESPONSIBILITY** for damage to any Exhibitor structure or resultant loss of business.

Your nominated building surveyor must inspect the structure once erected and no later than 5pm on the day prior to Show.

Your occupancy certificate must be on display at all times.

**3B.** Do you require power on your site? \*

Yes (read conditions below)

No

Food Exhibitors are encouraged to use gas wherever possible to minimise impact and reliance on Regatta Grounds power supply. All Exhibitors requiring power must order their estimated power requirements in the POWER SECTION of the BOOKING FORM. Exhibitors are required to declare all power equipment detailing watts, volts and amps for all electrical items. The RAST will determine final power supply requirements and costs in accordance with Workplace Safety Standards, Electrical Authority Requirements and current legislation. Undeclared power and equipment usage on-site will be charged to the Exhibitor at the scheduled rate plus 50% and the Exhibitor shall be liable for any other resultant costs incurred. Electrical equipment not directly required for exhibition or display purposes (such as personal heaters, kettles, cooking equipment, etc) are STRICTLY PROHIBITED. Exhibitors must use power strictly in accordance with RAST Terms and Conditions and comply with any reasonable request from RAST staff to ensure the maximum possible safety of all Exhibitors.

**3C.** Do you require water? \*

Yes

No

*Water connection is subject to availability and approval. All exhibitors must supply their own water connection device.*

**3D.** Does your exhibit include gas, naked flames and/or compressed air? \*

Yes (read conditions below and on next page)

No

You must tell RAST if you intend to use gas, naked flames or compressed air. All Exhibitors must supply a detailed list of equipment with this application and: are subject to approval; must demonstrate compliance with Workplace Safety Standards and relevant legislation for use;

### 3D Continued.

and provide appropriate emergency safety equipment on their site. Gas storage within enclosures is allowable provided the total quantity does not exceed 60kg and the maximum cylinder size does not exceed 15kg with one cylinder per appliance.

## Section 4: Vehicle and Entry Passes

### VEHICLES

All Exhibitors requiring vehicle access to the Regatta Ground for any reason during the Royal Hobart Show must apply for a vehicle permit. Permits are limited and will be granted to Exhibitors with the most need. Unauthorised vehicles will be towed off site at the vehicle owner's expense. All Exhibitors will be required to provide a vehicle description, registration number and driver mobile number prior to approval.

### COMPLIMENTARY EXHIBITOR AND STAFF PASSES

All Exhibitors will be issued with a complimentary Exhibitor Pack per site containing:

- 1 x Commercial Exhibitor Pass (1 x person unlimited entry to grounds across 4 days of event)
- 8 x Single Day Passes (1 x person entry for single day)
- 1 x Delivery Vehicle Pass
- 1 x Member Car Park Pass (1 x vehicle complimentary parking located in the Regatta Ground Car Park)

### ADDITIONAL PASSES

- All additional passes must be ordered by 9th October: Single Day Passes \$8. After this date, any additional tickets can be purchased at gate prices.

### CONDITIONS

- These tickets are not transferable and cannot be sold or used for promotional purposes.
- Exhibitors can pick up their pass packs during business hours from the administration building at the Royal Hobart Showground (Glenorchy) from 11<sup>th</sup>-20<sup>th</sup> of October and the Regatta Ground from 23<sup>rd</sup>-25<sup>th</sup> of October.

**4A.** Do you intend to have a vehicle on site at any time during the Royal Hobart Show? \*

Yes (please list all vehicles and state the reason below)

No

Vehicle Type (Make & Colour)	Vehicle Registration Number	Reason (for being on site)

## Section 5: Licenses and Certificate of Currency

**5A.** Do you have Public Liability Insurance? \*

- Yes (please send Certificate of Currency covering the period of Show with this application)
- No (please obtain this and read the conditions below)

The RAST Public Liability insurance policy does not cover Commercial Exhibitors. It is in the best interests of all Exhibitors to maintain their own public and products liability insurance. All Exhibitors in the following categories must provide proof of cover for the period of the Show: Show Rides; Games; Novelty Goods; Food Vendors.

**5B.** Do you sell, serve or give samples of alcohol? \*

- Yes (please send a copy of your Liquor Permit and read conditions below)
- No

As per conditioning in section two, all Exhibitors selling and/or sampling alcohol are subject to RAST approval. Exhibitors must hold copies of RSA Certificates for ALL STAFF working at their site. Copies of RSA Certificates must also be available for inspection at the Exhibitor's site for the duration of the event. A Liquor Permit must also be obtained and presented with this application form.

**5C.** Are you required to have a license to sell your product in Australia? \*

- Yes (please read conditions below)
- No

All Exhibitors requiring a license to sell their product within Australia are required to submit copies of product licenses. Copies should also be available for inspection at the Exhibitor's site for the duration of the event.

## Section 6: Promotional Opportunities

**6A.** Please indicate any promotional opportunities that you would like to take part in.

- Public Address Announcements

*Prepare your own 30 second advertisement or use a pre-recorded advertisement that will be played over the Showgrounds public address system throughout the duration of the Show. If your advertisement is pre-recorded it must be in a Windows Media Player or MP3 format. If you are providing written words for us to convert to a voice announcement, please limit to no more than 60 words.*

- Social Media Promotion

***This promotion is subject to availability.***

*Prepare a short post about your business, accompanied by a logo or image and we will post it to our Facebook or Instagram page (prior or during the event) for a fee of \$100. With over 14K followers and high levels of interaction during show week this is a great opportunity for your business.*

## Section 7: Showbag Exhibits

**7A.** Will your exhibit involve the distribution of showbags? \*

*This includes the **selling** of showbags for trading purposes or **giving away** showbags for promotional purposes.*

- Yes (you must read and agree to the conditions on the next page)
- No

## IMPORTANT INFORMATION FOR ALL SHOWBAG EXHIBITS, INCLUDING PROMOTIONAL SHOWBAGS

Any Exhibitor who plans on selling or giving away showbags during the course of show **must provide two samples of each different showbag** for consumer affairs inspection and RAST inspection. On conclusion of inspection, these bags will be used by RAST at RAST's discretion for promotional and charitable purposes. These samples **must** be provided **two weeks** prior to the commencement of show or else you will not be able to distribute your showbags during the event.

### Section 8: Pricing, Location and Power \* All pricing inclusive of GST

**8A.** Please select your desired location. Placement in these locations will be subject to availability. \*

Area	3x3m	#	6x3m	#	9x3m	#
Premium	\$500		\$1000		\$1500	
Standard	\$400		\$800		\$1200	
Activities Hub/Non-for Profits	\$250 / Special rates for charities and non-for profit organisations and local sporting clubs.					
Showbag Vendors	Negotiation with RAST pending space and location.					

- For pricing over 9 metres (unless showbag vendor) please contact us via email.
- We do offer special prices for charities & non-for profits organisations - enquire by email.
- RAST reserves the right to make changes to floor plans, site layouts and site allocations

Email contact: [sales@hobartshowground.com.au](mailto:sales@hobartshowground.com.au)

**8B.** If you require power, please select your required amount.

Power-Amps	Price	#	Totals
10 Amp	\$75		\$
15 Amp	\$100		\$
3 Phase	\$125		\$
Personal Distribution Box	\$500		\$

The site holder is responsible for ensuring that use and installation of all electrical equipment, leads and power boards meet workplace and safety standards Australia and current legislation. The Royal Agricultural Society of Tasmania (RAST) will determine final power supply and cost requirements.

**8C.** If you require a post/s on RAST social media, please indicate below.

Social Media	Cost	#
Facebook Post	\$100	
Instagram Post	\$100	

### Section 9: Additional Information

**9A.** Please use this section to include any additional detail about your application.



## Section 10: Payment, Cancellations, Refund Policy and Conditions

- Bookings will not be confirmed until at least a deposit of 25% has been received.
- All deposits must be paid within seven days of notification of booking acceptance unless otherwise arranged by the exhibitor and confirmed in writing by RAST.
- All site fee balances must be completed by 30 August unless otherwise arranged by the exhibitor and confirmed in writing by RAST.
- Outstanding balances due or bookings later after the 30 August will incur a late fee penalty rate of 10% of the outstanding balance.
- Outstanding balances due after the 30 August will be deemed cancelled unless arrangements have been made by the exhibitor and confirmed in writing by RAST.
- Bookings accepted after 30 August must be paid in full upon acceptance of application to avoid late booking fee.
- Cancellation of a booking must be advised in writing to RAST by 30 August and such cancellation will be granted a full refund of all fees paid less a 25% deposit fee.
- Cancellation of a booking after the 30 August will not be refunded.

## Section 11: Total Payment

11A. Please fill out accordingly. \*

Cost Type	Description	Amount
Location		\$
Power		\$
Additional extras		\$
	<b>Total</b>	\$

## Section 12: Payment Options \*

Credit Card

**Do not** provide your credit card details if you are applying online. Simply select this option. Once your booking has been accepted and processed, our finance controller will contact you for your card details.

Direct Deposit

**TO ACCOUNT:** THE ROYAL AGRICULTURAL SOCIETY OF TASMANIA

**BSB:** 017-209

**ACCOUNT NO:** 8367-24957

**QUOTE ACCOUNT REF:** YOUR BILLING NAME (EXAMPLE, 'ABC ENTERPRISES')

Cheque

All cheques to be made out to:

ROYAL AGRICULTURAL SOCIETY OF TASMANIA, RAST, PO BOX 94, GLENORCHY, TAS 7010

## Section 13: Terms and Conditions \*

*Please read and understand the following.*

These terms and conditions are to be read subject to general Conditions of Entry and General Regulations (2003) of The Royal Agricultural Society of Tasmania ("the Society") and such conditions and regulations shall apply to the exhibitor.

## 1. SITE OCCUPATION AND USAGE

a. The exhibitor shall ensure that any or all activities conducted on the site comply with all the relevant legislation and regulations applicable in the State of Tasmania or the Commonwealth of Australia. Exhibitors are responsible for their allocated site from the time they take occupancy until they vacate attending to the following:

b. Tenants must operate their stands fully (adequately manned and lit) at all times indicated in the Venue Operating Hours section of the Exhibitor Manual.

c. The site shall be maintained in a clean, tidy and safe manner and conform to all current Work Health & Safety Legislation. The exhibitor is not to allow offensive smells or undue or inappropriate noise. Refer to Exhibitor Site Safety and Risk Assessment Card which will be contained within your Exhibitor Manual.

d. No portion of the exhibitor's stand or of his goods or chattels shall overhang or protrude beyond the boundaries of the space allotted. Structures including fittings and/or advertising signs attached by the exhibitor shall not exceed a height of 2.7 metres and not be obstructive or offensive and all promotional activities are to remain strictly within the exhibitor's site.

e. No structure may be erected within 5 metres of overhead power supply.

f. The exhibitor and the exhibitor's employees shall conduct themselves in a quiet, orderly and respectable manner while on the Showground.

g. Vendors may not sub-let part or the entire site, nor can they conduct any competition, raffle, art union, ride, or game that has not been applied for, without the prior and written approval of the Society.

h. Food Exhibitors shall supply, for their own use, appropriate firefighting equipment as required by the State Fire Commission.

## 2. CANCELLATIONS

a. If the Society should find it necessary or expedient to cancel or postpone the Show through circumstances beyond its control prior to the commencement of the Show the Exhibitor shall be entitled to a proportional rebate of fees paid in the event of any such cancellation. However, if the Society finds it necessary or expedient to close the whole or any part of the Showground, such withdrawal shall not confer upon the Exhibitor any right to recover from the Society loss of profits or fees whatsoever.

b. If the Friday Night Show is cancelled due to inclement weather, the event may be transferred to the following night.

## 3. BOOKING PAYMENTS/EXHIBITOR CANCELLATIONS

a. All payments must be completed by 30th August unless otherwise arranged by the exhibitor and confirmed in writing by the Society.

b. A non-refundable booking fee of 25% will be charged upon acceptance of an exhibitor (s) application. The booking will not be confirmed until the booking fee has been paid in full. The booking fee is inclusive of the total invoice amount. All balances due beyond this date will incur a 10% penalty fee.

c. If you are unable to take up a site, you must advise us in writing by the 30th August. Outstanding balances due after the 30th August will be deemed cancelled unless otherwise arranged by the Exhibitor and confirmed in writing by the Society.

d. Cancellations before the 30th August will be granted a refund less a 25% deposit fee.

e. Cancellations after the 30th August will not be refunded nor shall the monies paid be carried forward to a following year.

## 4. OFFENCES

a. Exhibitors contravening Society rules, regulations and conditions may be dealt with in any one or more of the following ways:

b. Immediate dismissal from the ground.

c. Refused space at any future Shows.

d. Reported to the Agricultural Shows of Australia and Tas Agricultural Shows

e. Have any unpaid monies owed by the Vendor made subject to standard recovery procedures including any recovery costs incurred.

f. Be proceeded against for costs such as a breach or contravention may have caused.

## 5. FOOD AND HEALTH REGULATIONS

a. To operate a food stall at the Royal Hobart Show the Hobart City Council must approve the operators Food Business Registration form.

b. The Royal Hobart Show is a no-smoking event. Smoking Exhibitors will need to exit the grounds to smoke.

c. Exhibitors are not permitted to smoke at their site and are required to note that the site is designated as "enclosed public places" and must remain smoke free: Public Health Amendment Act, 2001.

## 6. ELECTRICITY AND WATER

a. Electricity will be installed and supplied by the Society's Electrical Contractors at scheduled rates 'upon application' to the Society.

b. No other contractors for this work are allowed unless approved in writing by the Society.

c. All installations on The Regatta Ground including power outlets, lights and switchboards etc., become the property of the Society at the conclusion of the Show.

d. All power equipment used by the Exhibitor must be protected by a Residual Current Device (RCD) located at the starting point of the consumer's power supply and are to be supplied by the Exhibitor.

e. Heaters, electric fires, kettles and cooking equipment not used for display purposes are strictly prohibited, unless used by a commercial food outlet. Portable gas camp stoves are strictly prohibited for use during the Show.

f. Where an exhibitor has an outdoor power supply they must supply: own power cord for each outlet supplied at a minimum of 20metres in length (tested & tagged within the last 3 months) a length of 500mm wide matting to provide ground coverage of the power lead; and barrier tape or mesh to prohibit public access between sites.

g. All exhibitors are required under the Tas Work Health & Safety Act (2012) and other applicable legislation, to provide evidence of a safety management system of which compliance to electrical supply is an integral part. See Clause 20 for further details and your Exhibitor Site Safety and Risk Assessment Card.

h. All power equipment used by the Exhibitor must be declared to the Society.

i. Undeclared power and equipment usage will be charged to the Exhibitor at the scheduled rate plus 50% and the Exhibitor will be liable for any other resultant costs incurred.

## **7. SHOW BAGS/ PROMOTIONAL BAGS**

a. No Exhibitor will be permitted to sell show bags or promotional bags without the permission of the Society and must only be sold in areas approved by the Society.

b. It is a requirement that all show bag and promotional bag Exhibitors may be required to submit TWO (2) samples of each bag together with: wholesale and retail particulars of each item for inspection to the Society's office, an email contact, onsite phone contact number, and the name of the responsible person on site (for The Society's internal use only) no later than the 1st October. Failure to provide samples by this date may result in refusal to sell the show bag.

c. All show/promotional bags may be inspected by RAST personnel who are authorized to withdraw, require changes to, or act to ensure public safety. It is also a requirement that the contents together with an itemised retail cost must be displayed on a sign board displayed to the public at the stand. Providers must advise the Society of any changes to avoid possible breaches of the Trade Practices Legislation. RAST no longer facilitates an inspection by Consumer Affairs and fair Trading.

d. All show/promo bags may be inspected by the RAST to ensure compliance with our rules and regulations including our published list of banned items.

e. Any complaints as to the contents received from the public will be communicated /emailed to show bag providers for their immediate action. The Society may enact Clause 4 if it is not satisfied that complaints have been dealt with appropriately.

f. Showbag vendors should refrain from referring issues to the RAST office or RAST personnel where RAST has no ability to deal with them or they relate to decisions taken in the interests of public safety.

## **8. SALE OF GOODS**

a. The Exhibitor shall not sell, offer for sale or gratis any goods or articles which may be a cause of offence to the public other Exhibitors or the Society whether by way of counterfeit, banned, illegal, safety, noise, nuisance or otherwise.

b. The Exhibitor shall display at the Exhibitor's site in a prominent position the itemised cost of any charges made for any product, amusement, ride, game, novelty, service given, food or drink on professionally sign-written boards in large clear print at the front of stand.

## **9. ADMISSION OF VEHICLES TO REGATTA GROUND**

No vehicles will be permitted within the Showground, or any ground controlled by the Society unless the appropriate permit is affixed to the windscreen of that vehicle. This rule will apply from the Sunday before the show until the Monday after the show.

b. Offending vehicles will be removed at the owner's expense or clamped for the duration of show.

c. Delivery vehicle passes must be affixed to the windscreen and allow access to sites from 7am and be removed by 8am.

d. In case of special need and where space permits behind an exhibitor's site, a restricted on-site car pass can be purchased on the extra services order form. If issued these cars must not move during opening hours. If they are moved during opening hours the pass will be cancelled, a \$500 fine applied and the vehicle clamped.

e. ALL vehicle passes must be affixed to the windscreen of the vehicle at all times or will be deemed invalid.

## **10. INSURANCE**

a. The Society's Public Liability insurance policy does not cover commercial exhibitors, nor does it include operators\* of show rides, games and novelty sales or food vendors for the period of the show. All exhibitors must maintain their own public and products liability insurance. \*All exhibitors in these categories must provide proof of cover and accept liability for any claims arising and agree to fully indemnify the RAST against any claims or actions.

## **11. GENERAL CONDITIONS**

a. Exhibitors shall conform to and carry out the directions of the Society and/or any statutory authority concerned in relation to any matters in so far as the same shall relate to the Regatta Ground.

b. Safety of Exhibits must be to the standard required by; Workplace Safety Authority, Electrical Standards, and any State or Local Council requirements.

c. Exhibitors duty of care is to assist and comply with these instructions. It forms part of The Royal Agricultural Society of Tasmania's Safety & Risk Management Policy. The 'Risk Minimisation Checklist' which forms part of the Exhibitor Manual, is the minimum requirement exhibitors must undertake. The completed checklist must be held at the site with the Exhibitor's Manual at all times.

d. The Society shall not be held liable for any loss or damage to the Exhibitor's property whilst on the Showground howsoever arising.

e. No animals except that forming part of an authorised act or exhibit are permitted on the Regatta Ground.

f. The Society shall not be liable to the exhibitor for loss of profits or otherwise as a result direct or indirect of any cause beyond the reasonable control of the Society including complete or partial failure in the supply of water or electric current, storm-water or sewerage services to the Showground.

g. The exhibitor shall indemnify the Society (and if there be more than one, then such indemnity is joint and several) and agree to hold the Society indemnified against:

1. all actions, suits, costs, claims.

2. any demand brought against the Society by any person, firm or corporation.

3. all damage done either directly or indirectly to or sustained by any of the Society's or Hobart City Council property or any person arising out of any act or default of omission of the exhibitor, his servants workmen or agents or by anything owned operated worked exhibited displayed demonstrated by or under the control direct, or indirect, of the exhibitor.

I agree to accept RAST policies, terms and conditions.

Yes

*By checking this box, I hereby declare that I have read and will adhere to the exhibitor conditions mentioned in this document.*

No

Signature:

***Bookings will not be accepted without your signature or online acceptance of the RAST policies, terms and conditions as outlined in the application form.***

## Section 14: Exhibitor Checklist

### ENQUIRE

Read the this document and direct any questions to [sales@hobartshowground.com.au](mailto:sales@hobartshowground.com.au)

### APPLY

Complete the exhibitor application form and provide all relevant documentation to [sales@hobartshowground.com.au](mailto:sales@hobartshowground.com.au)

### SECURE

Secure your position by paying a deposit of 25% to the following account,  
BSB: 017-209 | Acc. Number: 8367-24957

### FINAL PAYMENT

You will be sent an invoice after your booking has been received, minus your deposit. Please pay this prior to September 30th.

### BUMP IN

Arrive on Monday 23<sup>rd</sup> October, Tuesday October 24<sup>th</sup> or Wednesday October 25<sup>th</sup> to set up. All set up must be finalized prior to 5pm on Wednesday, October 25<sup>th</sup>.

### SHOWTIME

Trading commences at 9am each day of Show.

### BUMP OUT

Show concludes on Saturday, October 28<sup>th</sup> at 4pm. Vehicles are not allowed on site until all patrons have exited the premises. This will be approx. 5pm. Bump out must be completed by 3pm on Monday 30<sup>th</sup> of October

### SECURE FOR 2023

Secure your spot for next year's event by letting us know and paying a deposit as you bump out.

