**

KV Show vendor application. Friday 16 and Saturday 17 February,** **2024**Complete, sign and return this form to: [events@kangaroovalleyshow.org.au](http://events@kangaroovalleyshow.org.au)

# PAYMENT WITHIN 14 DAYS OF APPLICATION ACCEPTANCE

# Friday Feb 16th, 1pm–11pm . Saturday 17th, 9am–11pm (optional end of trading times).Price: $100 for 3x3m standard and $140 for XL space. No fee change for Saturday-only trading. Site map & bump in details sent in January 2024.

# *•* You must be set up by noon on Friday 16 and before 9am on Saturday 17. Gates open for bump in at 7am.

# • Thursday 15 February setup permissible 8am - 8pm.

• No vendor vehicles allowed in Showground after noon on Friday 16 and 9am Saturday 17 February.

# • No single use plastics permitted on site.• Two complimentary passes will be issued as part of your approved site application. • You must include your P/L insurance when returning this form.

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| Person Name: Trading Name: |
| Postal Address:  |
| Mobile and Email: |
| Size of pitch required – (circle): 3m x 3m • larger space (**specify W x D of space required**) \_\_\_\_\_\_\_\_\_ |
| Power / water requirements: |
| **FEES BEING PAID** (circle) $100: 3m x 3m OR $140:  |
| OR are you applying for a community group or charity site? Yes/No. Are you a Hobbyist Stallholder? Yes/No.  |

* Once your application has been approved, make payment via EFT details below.
Kangaroo Valley Show. BSB: 082762 Account no: 249201975 Ref: your trading name.
* Send proof of payment to events@kangaroovalleyshow.org.au No entry permitted unless you have paid.
* Additionally you must provide:
* Public Liability Insurance Certificate (must show a minimum insured of $20,000,000).
* NSW Safe Food Handling Certificate / Food Permit (as applicable).

**I and my employees, servants and agents shall observe and be bound by the Kangaroo Valley Show Society EXHIBITION TERMS AND CONDITIONS AND REGULATIONS as outlined in this application.**

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|  Name of applicant:\_\_\_\_\_\_\_\_\_\_\_\_\_. Signature of applicant:\_\_\_\_\_\_\_\_\_\_\_\_\_. Date:\_\_\_\_\_\_\_\_\_\_\_\_\_.  |
| Insurance Declaration: I declare that I am a Hobbyist Stall Holder, do not have an ABN and do not earn more than $20,000 in this enterprise on an annual basis. I am therefore protected under the Show’s Liability policy for Public Liability only. I am aware that this protection does not extend to Products Liability. Name of applicant:\_\_\_\_\_\_\_\_\_\_\_\_\_. Signature of applicant:\_\_\_\_\_\_\_\_\_\_\_\_\_. Date:\_\_\_\_\_\_\_\_\_\_\_\_\_.  |

# TERMS, CONDITIONS, REGULATIONS

# Public Liability Insurance

* Stall/Site Holders, who are a commercial enterprise and have an ABN, must have their own current insurance policy with a minimum $20M Public Liability cover and provide a copy of their certificate of currency to the Show. Please include a copy of the certificate with your Site Application.
* Hobbyist Stallholders, defined as those who are not running a formal commercial enterprise nor have an ABN and they earn under $20,000 per year from their stall activity. Those Hobbyist Stallholders who meet this definition and have signed the below declaration (and returned with their Site Application) are automatically covered under the Show’s insurance cover for Public Liability. The ASC’s Public Liability insurance does not extend to Hobbyists in any manner for any Products Liability exposure.

# NSW Safe Food Handling Certificate / Food Permit

# The operation of temporary/mobile food vending facilities at Kangaroo Valley Show falls within the jurisdiction of Shoalhaven City Council as an enforcement agency of the Food Authority of NSW.

# It is a requirement that all temporary/mobile food vending facilities in operation at the Show be approved and Licensed by the Shoalhaven City Council.

# Green Credentials

Kangaroo Valley is a plastic bag-free town. It is a requirement that all food vendors must use either recyclable or compostable packaging and servery items (e.g., cutlery, containers, plates, cups, etc) and no plastic straws! This includes the non-use of single plastic bags.

# Electrical cables and power

* Any exhibitor intending to bring electrical equipment to the Showground will be required to ensure that such equipment is fitted with earth leakage circuit breakers and that all equipment leads, tools and appliances have been inspected and tagged by a licensed electrical contractor. This is essential for the safety of yourself, your fellow exhibitors and the public and is a requirement of Safe Work NSW. The Act imposes very severe penalties in the event of non-compliance with its provisions. Any exhibitors who do not comply will not be allowed to exhibit at the Showground.

**Indemnity**

* The Exhibitor shall indemnify and hold harmless the Kangaroo Valley Show Committee against all loss or damage, directly or indirectly arising from any breach of these conditions or any law by the Exhibitor or any negligent act or omission by the Exhibitor.

**Cashless Systems**

The KV Show is as cashless as possible. Vendors and exhibitors are encouraged to be cashless. Please enquire if further advice is required.

**Security**

* The Kangaroo Valley Show Society Inc. provides a limited number of security personnel who are in attendance. Specific security for individual Site holders should be arranged privately at their own expense. The Kangaroo Valley Show Society Inc. will not themselves be responsible for the safety of any articles of any kind brought onto the Showground by exhibitors, their servants, agents or contractors or any person whatsoever.

**Bump In and Bump Out Times**

# Displays must be set up before noon Friday 16 and 9am Saturday 17. Thursday (15 February) setup is permissible between 8am – 8pm.

# No vehicles allowed in Showgrounds after noon on Friday and 9am Saturday.

# Vehicle entrance (only) by Gate 3 on the east side of the showgrounds.

# Vehicle movement during the show is prohibited unless the vehicle is supervised by a delegated show representative, wearing a high vis jacket, walking pace allowed only for the vehicle whilst displaying hazard lights.

# Displays are not permitted to be removed before 5pm on Saturday.

# Community displays

* Space is available for community groups and registered charities at special rates.

# Other:

# Product exclusivity: Only products listed may be sold at the show to ensure the exclusivity of your product. Failure to declare any product sold may result in the withdrawal of your 2024 show vending authority.

# Deliveries: The Kangaroo Valley Show will not accept delivery of any goods, packages, or other materials on behalf of the exhibitor.

# Promotional items: Any promotional material to be handed out may only be done so within a vendor’s prescribed site.