



Mudgee Show Society
PO Box 199 Mudgee NSW 2850
Ph: 6372 4099 Fax: 6372 4088
Email: secretary@mudgeeshow.org.au

21st August 2017

Dear Site Holder

We would like to invite you to attend the 2018 Mudgee Show as a Commercial Stallholder. The Mudgee Show is such a great event in the Mudgee Community calendar that we attract people from all over the district. The Show will be held on Friday 2nd March and Saturday 3rd March 2018.

We generally receive crowds of 6000 – 8000 people from all walks of life from the rural farmer to families with young children and teenagers to young adults.

Our entertainment program is shaping up well and geared towards family entertainment, with events such as free kids events, Fireworks, Show rides and much more.

If you would like to book commercial trade space for the 2018 Mudgee Show, please complete the enclosed application form, and return to us along with the appropriate fees as soon as possible because sites will be allocated on a first in first served basis. It is important that site holders read carefully the information in the General Rules and Regulations, Environmental Health & Safety Regulations, and Site Application Form.

PLEASE NOTE: Sites will not be confirmed unless payment is received in full. Insurance paperwork and payment MUST be sent with application. Sites will not be changed on the day when you arrive because you don't like your site. The show layout is worked to its best potential and all site locations are considered carefully.

*****NO PAYMENT WILL BE ACCEPTED AFTER CLOSING DATE UNLESS ARRANGEMENTS HAVE BEEN MADE DIRECT WITH THE MUDGEE SHOW SECRETARY*****

Please ensure that you have read carefully all information provided for your reference, and fill out all the details required and provided the relevant paperwork, especially insurance cover. I encourage you to return your application as soon as possible to secure your site and become a part of our Show.

Kind Regards

Allison Beer
Secretary
Mudgee Show Society

SITE DEFINITIONS

Inside & Outside Trade Space – Sites for Commercial Businesses

Voluntary Organisations – Community organisation promoting or raising funds for charity.

Craft Site – Stallholders must hand make or create the items that they offer for sale.

GENERAL RULES AND CONDITIONS OF ENTRY

1. **SITE APPLICATION FORMS** must be returned by Friday 2nd February 2018 or regular sites will be subject to re-letting. (Bookings will be accepted on the Society's Site Application Form only).
2. Any application for space not necessarily accepted.
3. Allocation of space is at the discretion of the Society.
4. The Society reserves the right to relocate any site holder as it deems fit.
5. **SET UP TIMES** – Exhibits/Stalls must be in place by 12.30pm Friday and stay for the duration of the Show and remain open for business from 2pm – 9pm Friday and 8am – 9pm Saturday. Any site holder packing up and/or leaving early may jeopardize future trade space opportunities at this, and affiliated shows.
6. **PACKING UP** – Stallholders vehicles are not permitted in ANY PUBLIC area prior to 9.00pm each night of the Show. Stallholders must carry items to their vehicles prior to this time.
7. **SHOW BAGS** – Show bag standards will be in accordance with standard set by the Royal Agricultural Show Society and the Royal Melbourne Show. Only RAS approved show bags and products may be sold.
8. **BANNED ITEMS** – In accordance with the Societies charter to promote a family atmosphere and entertainment, we request that site holders respect the spirit of this charter and refrain from selling and exhibiting items of explicit and obscene nature or items promoting or referring to prohibited substances. (The Society reserves the right to request that a site holder remove any item deemed to contravene with this condition). Items that are specifically banned in agreement with VAS Ltd and Victorian Showmen's Guild are as follows: **Explicit and Hardcore t-shirts, Explicit DVD's and Videos, Fake cigarettes, Fuel type Fire lighters (Zippo), Iridescent hair spray, trumpets, knives (including pen knives), metal & wooden martial art nunchakus, laser penlights, and or laser toys, playing cards – nude or lewd, pressure pack items including gas (all types), snow, silly string, drug related goods (including cocaine kits & bongos etc), water pistols (no longer than 150mm), water bombs, stink bombs, guns (pellet, ball bearing, bullet type, pop downs, cap fireworks). These items may not be sold as part of the above agreement.**
9. **PARKING** – There is no parking available close to the Pavilions. All vehicles must be unloaded and removed from around the pavilion as soon as possible and before 8am each day. Car parking is available at the stall holder's car park ONLY. Any site holder refusing to use the stall holder car park may jeopardize future trade space opportunities.
10. **SITE SHARING** – Is permitted but sub-letting of space is not permitted. Please note that if the site is shared the site holder passes must also be shared or additional passes must be purchased.
11. **SITE HOLDER PASSES** – 2 Site holder passes will be issued for each site. Additional passes for site holders can be pre purchased for employees upon application or can be obtained from the Secretary's Office – Show (2days) \$12.00 (incl. GST), (1day) \$6.50 (incl. GST).
12. **ELECTRICAL INSTALLATIONS SHALL BE NO MORE THAN 1,000 WATTS PER STAND UNLESS ADDITIONAL FEE OF \$20.00 (incl. GST) IS PAID.** (Electrical lead and fixtures are the responsibility of the site holder). Power points are allocated on a 'first come first served' basis.
13. **FOOD VENDORS** – it is the site holder's responsibility to comply with regulations.
14. **Food Vendors** should note that some food or drink items might be subject to sponsorship arrangements. Site holders are requested to check their product lines against local arrangements. (All successful food vendors will be notified of these arrangements). Food vendors (other than Showmen) are not permitted to sell Waffles, Dagwood Dogs or Fairy Floss.
15. **TERMS OF SETTLEMENT** – Applications will not be accepted without full payment of appropriate fees and must be submitted by Friday 2nd February 2018.



Mudgee Show Society
 PO Box 199 Mudgee NSW 2850
 Phone: 0412815827
 Email: secretary@mudgeeshow.org.au

TRADE SPACE APPLICATION FORM

FOR

MUDGEESHOW FRIDAY 2nd March & SATURDAY 3rd MARCH 2018

<p><u>Applications close</u></p> <p><u>Friday 2nd February 2018</u></p>	<p>Applications not accepted unless the appropriate fees are enclosed. All exhibitors are required to make full payment with booking prior to the event to secure position</p>
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NAME OF COMPANY OR TRADER

ADDRESS

TOWN Email Address:.....POST CODE

PHONE (W) PHONE (AH)

MOBILE FAX

CONTACT or REPRESENTATIVE

SITE SIZE REQUIRED

TYPE OF PRODUCTS TO BE DISPLAYED (FULL DESCRIPTION OF ITEMS DISPLAYED ON SITE)

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POWER REQUIRED YES/NO No. OF OUTLETS WATTS

I have read and agree to abide by the conditions attached. Limited power available

SIGNATURE DATED

Fees (All costs for 2 days of the Show)	Cost
Prime location limited sites at main pavilion verandah only -3mtr frontage	\$180.00
Prime location in main entertainment area limited sites outdoor only small 3metre frontage	\$180.00
3 4 m frontage	\$100.00
5m frontage	\$120.00
6m frontage	\$140.00
8m frontage	\$180.00
10m frontage	\$220.00
Over 10m frontage - \$220 + \$10 per metre	\$
Craft & Voluntary Organisations – (3m x 3m sites) \$25 per site (incl. GST) & a Compulsory Show Society Membership	\$
Other Costs	\$
Additional Power (240V) @ \$20.00 per site (incl. GST)	\$
Additional Power (3 Phase) @ \$20.00 per site (incl. GST) – Limited Sites	\$
Camping @ \$18.00 (incl. GST) per site	\$

Additional Site Holder Pass – 2 Day \$12.00 each (No. required :.....)	\$
Additional Site Holder Pass – 1 Day \$6.50 each (No. required:	\$
Cheques Payable to: Mudgee Show Society Inc TOTAL (incl. GST)	\$

Please note: There has been more buildings added to the Mudgee Showground which means we have needed to make more changes to spaces available. If you are unsure of locations please email or phone the secretary.

Please note: There is no indoor space available at the Mudgee Show Ground location. All site holders are required to have their own setup and shelters.

Please note: There will be no changes of site locations. Once a site is allocated it is your site. A lot of work and thought goes into making spaces available and the committee do their best to provide all stall holders with the best positions available. No site is confirmed until payment is received.

All site holders must have own insurance policy and a copy is to be provided upon payment of your site