

# COMMERCIAL TRADE FORM



To be completed by all **Commercial Trade** applicants. Those selling Food/Beverages or are a community group please complete the **Food & Beverage Trade Form** or the **Community Group Trade Form**.

**Planning for the 160th Naracoorte Show** is well underway, and we invite all businesses and organisations to display their products and services in the form of a trade site at this year's show.

Located in the heart of the Limestone Coast, the Naracoorte Show is one of our region's largest community run events. The Show regularly receives over 2500 attendees, providing a huge array of customers and reach for businesses and organisations.

In keeping with the competitive spirit of the show, we will award the **Chris Higgs Memorial Trophy for the Best Trade Site**. This prize goes to the most interactive and best presented site.

For our 160th Show, we are **introducing a Show Trail**. If you would like to take part in the trail, please circle the selection on the trade form. You will need to provide 200 items for placement in the show bags.

### Important Notes:

- To ensure fair trade, food and beverage sites will be limited. Please send applications in early to help secure a spot.
- All trade sites include 2 x complimentary tickets. Powered sites include 1 x 15amp outlet. Please contact our trade site coordinator if you require other arrangements and we will do our best to cater.
- You will be sent an invoice for payment. Please pay on this invoice using the reference provided.

The Naracoorte Show Committee would like to wish you a successful and engaging show experience.  
Happy trading,

- The Naracoorte Show Committee

### Checklist

- Signed and Attached Trade Site Terms and Conditions
- Attached Certificate of Public Liability Insurance
- All information correctly stated
- Option selected for Show Trail

# COMMERCIAL TRADE FORM

## 2024 NARACOORTE P&A SOCIETY INC SHOW Saturday 19<sup>th</sup> October at the Naracoorte Showgrounds

ABN 83 067 253 542

PO Box 533 Naracoorte SA 5271

Contact Phone Number: 0480 654 421

Email: showtrade@naracoorteshowgrounds.com.au

Trade/Organisation Name:	
ABN:	
Contact Name:	Contact Number:
Postal Address:	
Postcode:	
Email Address:	
Public Liability Insurance Company:	
Policy Number:	Expiry Date:
I/we acknowledge that the insurance for all merchandise/vehicles/machinery/animals is our responsibility.	
Signature:	Date:

Description of Goods to be displayed or sold at your site:  
(include Food Business No. if applicable):

	Site Type, Power and Gate Passes	Cost (inc. GST)	Total	Preferred Site Size
Outdoor Commercial Sites	Powered site (includes 1x 15amp)	\$75	\$	Frontage (m): Depth (m):
	Un-Powered site	\$45	\$	Frontage (m): Depth (m):
	<b>Additional Outdoor</b> power outlet 15 amp	\$50 each	\$	Additional needed:
Indoor Commercial Sites	Powered site (3m x 3m, limited number) (includes 1x 10amp)	\$115	\$	
	Un-Powered site (3m x 3m, limited number)	\$85	\$	
	<b>Additional Gate Passes</b> (2x gate passes included in site)	\$15 each	\$	Additional needed:
	<b>Total:</b>		\$	
	<b>My trade site will participate in the show trail</b>		<b>Yes</b> <b>No</b>	

Do you consent to this email being used as a contact method for correspondence and information regarding future Naracoorte P&A Society Show Events?      YES    NO

Certificate of Public Liability Insurance MUST be attached for site to be approved.

Signed Trade Site Terms and Conditions MUST be attached for site to be approved.

On acceptance of your application, we will send an invoice to you. Gate passes will be sent via email.

## TRADE SITE TERMS & CONDITIONS

**\*\*\*\*Please read and sign these Terms & Conditions and return them with your application form\*\*\*\***

1. To conform to Occupational Health and Safety regulations, traders are asked to supply their **own tagged and tested power cords and electrical equipment**. No unauthorised double adapters or power boards are to be used. Failure to comply with this condition will result in disconnection. Please note we can only provide you with the power outlets and amps you have requested in your application. Power outlets must be booked with your trade site and paid for with your application. No extra/other equipment will be available on show day. Generators can be used with permission from show staff.
2. Applicants must state the full size of their trade stand on the application form (including vehicles, trestles, tables and overhanging awnings).
3. Stall holders **must have their own current Public Liability Insurance** and submit a copy with their Trade Site Application. Applications without proof of insurance will not be accepted.
4. The Naracoorte P&A Society Inc. accepts no responsibility for any accident or injury and shall not be made liable for any loss or damage to stall holders' property or person.
5. Sites selling food (whether consumed at or after the show) must comply with all South Australian food safety laws and provide a **Food Business Notification Number in accordance with council regulations**.
6. Confirmation of site allocation and trade passes will be forwarded to the email address on the Trade Site Application Form prior to the show.
7. Vendors are only permitted to sell/display and/or exhibit the products/goods that are stated on their Trade Site Application Form and that are accepted and approved by the Naracoorte P&A Society Inc.
8. All trade sites are to be set up by 9.00am on Saturday October 19<sup>th</sup> and are to be dismantled no sooner than 4.00pm on this day. Vehicles that have been included in trade site space must remain stationary between 9am and 4pm Saturday 19<sup>th</sup> October.
9. Stall holders must seek permission from the Naracoorte P&A Society before driving any objects into the ground, to ensure that there are no underground power cables or water pipes which could be damaged or cause anyone injury.
10. Any and all damages caused by stall holders, their staff or assistants will be repaired and paid for with full cost borne by the stall holder. Show office staff must be immediately informed of any accidents or injuries on site and exhibitors/vendors must fill incident report form.
11. No stall holder will sell or supply any items from the nationally banned list of items for Agricultural Shows.
12. **Failure to comply with these conditions may result in the application for a trade site being rejected, or the trade stand being shut down. No refunds will be given for non-compliance.**
13. Spaces are filled on a first in-first served basis. The committee will attempt to meet your requirements, should you miss out on a spot. **Outdoor sites** must state their site dimensions (including stationary vehicles). Average outdoor site 6m x 6m, though we can work to accommodate most requirements.
14. **Once booking has been confirmed, no refunds will be available.**

By signing below you agree to the above Terms and Conditions for a Trade Site at the 2024 Naracoorte Show

Trade site business name: \_\_\_\_\_

Authorised trade site owner/representative (print full name): \_\_\_\_\_

Signature of authorised person named above: \_\_\_\_\_ Date: \_\_\_\_\_