

TRADE APPLICATION FORM EGMONT A&P SHOW 2020

PO Box 29 – Hawera - 06 278 8613 – www.egmontshowgrounds.org.nz – office@egmontshowgrounds.org.nz

FRIDAY 20th & SATURDAY 21st NOVEMBER 2020

**Please return form to the show office prior to 30th Aug to secure your preferred site
!!See attached Plan for location of sites – Note New Layout and Show Opening times!!**

NAME OF BUSINESS: CONTACT NAME

ADDRESS:POSTCODE.....

TELEPHONE.....MOBILE NUMBER FOR THE SHOW.....

EMAIL ADDRESS:

WHAT WILL YOU BE SELLING/PROMOTING ON YOUR SITE?.....

2020 SITE SIZES AND PRICES - please circle preferred option - All prices include GST

OUTDOOR: Note Pricing has been reduced to assist businesses who may have been affected by the Covid19 pandemic

Main Trade area

12 x12m was \$405 now **\$227.50**

6x6 m was \$130 now **\$90**

6 x12 m was \$225 now **\$137.50**

3x3m **\$50.00**

Preferred (but not guaranteed) site number/s:..... see map attached.

INDOOR: Expo Hall - Pricing has been reduced to assist businesses who may have been affected by Covid19 pandemic

Sites 4m wide x 3m deep. Partitions 1.9m high. Were \$210 now **\$130.00**

(Please circle number of sites required) **1 Site 2 Sites 3 Sites**

SPORT/COMMUNITY GROUP SITES – FREE OF CHARGE Conditions apply.

- Outdoor Sites only 3x3 metres 1 per organisation
- Must be a registered Charity, Incorporated Society or Tax Exempt.
- Documented proof of charitable status to be provided at time of booking
- Power is not available to community sites.
- **Horse or Greyhound Racing and Church Groups are not eligible for community sites.**
- **Clubs may not sell food, drink or raffle tickets.**

POWER: Yes / No Please circle as appropriate

Standard power connection **\$40.00** Catering/3 Phase site power connection **\$70.00**

What do you require power for? APPLIANCE:WATTS/RATING.....

ANNUAL SHOW PARADE: Do you wish to participate in the Annual Show Parade with a float or exhibit, Friday 20th November 2020

Yes/ No

SITE BOOKINGS: Please return your application form with required site size and preferred site number, the Association will issue an invoice, which is payable by 20th October to secure your preferred site and trade guidelines/passes.

ADVERTISING: Details of those who have booked sites are provided to local newspapers and Media to enable them to contact show exhibitors regarding advertising at discounted rates, for radio, digital and print advertising.

Please advise if you do not wish to have this information released.

POP UP TENTS: Any exhibitor using a pop up tent must remove the covering from the framework overnight.

SHOW OPENING HOURS: The show is open from mid day to 8pm on Friday and 9am to 4pm on Saturday. Exhibitors sites must be manned during these times and no exhibitor may depart their site prior to closing time on either day.

WIFI INTERNET CONNECTION: If you require an internet connection to your trade site please contact Primo Wireless on 0800 123 774 or helpdesk@primowireless.co.nz

TRADE COMPETITION: Sites will be judged by members of the Organising Committee, the site deemed to be the best will win one free 12x12 metres site in the following year.

ACCESS TO POWER \$40.00/\$70.00 for "access" only – any connection costs at exhibitor's expense. Not all sites have a power box beside them and some sites require extension leads up to 30 metres to reach power supply. Please check the distance from your site to the nearest power box – this is your responsibility. Most of the power connections require a single-phase 16 amp rayrole plug. Ensure your maximum demand does not exceed 3000 watts/3 kilowatts. If in doubt contact site electrician through the Secretary.

TRADE PASSES ALLOCATED PER SITE:

12x12 Site 2 vehicle pass and 4 people passes.

6x12 Site 1 vehicle pass and 3 people passes.

6x6 Site 1 vehicle pass and 2 people passes.

3x3 Site 1 vehicle pass and 1 people pass.

Indoor Site 1 vehicle pass and 2 people passes

Trade wristband passes along with a site map and exhibitor guidelines will be available for collection from the office, any additional passes are available at normal gate rates. Please note these passes cover both show days so please keep them. Please display vehicle pass on front windscreen at all times. Entry passes will not be posted.

TRADE REFUNDS: Will only be made up to 31st October, on receipt of written request.

VEHICLE PARKING: Vehicles may deliver goods to sites, but must not be left on roadways, access ways or other sites. Gates will be closed to trade traffic half an hour before opening to the public and at the closing time on both days. Trade parking is available in paddock at rear of The Expo Hall. Vehicles may be left in trade area only if totally within the confines of your site and may not be moved off the site between during public opening hours.

ACCESS TO VENUE: Gates open on Show days at 7am

Set Up - EXPO HALL SITES: Available from 2.00 pm on Thursday 19th November.

Set Up - OUTDOOR SITES: Available from 10.00am on Tuesday 19th November.

INSURANCE: The Egmont A&P Association shall not be held liable for loss or damage to exhibitors property whilst on the Showgrounds site. All exhibitors must have public liability insurance cover. The Association will not be responsible for any claim. Exhibitors are also advised to take out their own personal and other appropriate insurances covering their displays, machinery, stock, property and unforeseen events.

SITE RELOCATION: The Association reserves the right to relocate exhibitors as it deems necessary.

HEALTH & SAFETY: Trade exhibitors must have their own Health & Safety policy and comply with Egmont A&P Associations Health and Safety guidelines and the Health & Safety at work Act 2015.

PHOTOGRAPHS: The Egmont A&P Association reserves the right to use photographs taken at the event for Website and Facebook promotion, sponsorship and funding proposals and other promotional activities.

Thank you for exhibiting at our show we trust you have an enjoyable time.

TSB
COMMUNITY
TRUST

NZCT
NZ COMMUNITY TRUST