

MILDURA SHOW

EST.1890

MILDURA SHOW SOCIETY **VENDOR APPLICATION BOOKLET 2024**

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ABN: 44 590 145 044 INC: A 9598 ACN: 590 145 044

**The Organising Committee wishes to acknowledge
the following for their support:**

The Volunteers who tirelessly manage and organise the Mildura Show,
The Showmen's Guild, Our media partners, The supporters and sponsors of
Sunraysia's Greatest Annual event and our ongoing and new vendors, without
whose presence and support the Mildura Show would not be the great event
that it is each year.

INVITATION TO EXHIBIT

WELCOME TO THE 2024 MILDURA SHOW SOCIETY VENDOR APPLICATION.

Please read this document carefully as options have changed.

DATE & TIME

The 2024 Mildura Show will be held over 2.5 days in October. Thursday 17th, 4pm to 9.30pm, Friday 18th, 9am - late & Saturday 19th, 9am to late.

WHERE

Mildura Recreation Reserve (Showgrounds),
16 Twelfth Street Mildura, Vic.

APPLICATIONS

Applicants who have exhibited previously at the Mildura Show will be given preference and then on a first in first served basis. The Committee reserves the right to refuse any application for a site.

All applications for sites must be received by the Coordinator by **Monday, 9th September 2024**. Applications will be processed and successful applicants issued with an invoice signifying acceptance of the application.

A deposit of 50% of the total fee is required to secure the site allocation and must be received by **Friday 21st September 2024**.

Late entries may be accepted at the discretion of the Committee.

Full payment is required by **Monday 30th September 2024**.

PLEASE NOTE - SITE

- * Indoor space is NOT available
- * Vendors are required to supply all their own site requirements, including but not limited to marquee, tables & chairs.
- * Vehicle movements are not permitted whilst the event is open to the public.
- * Site size must be sufficient to cater for any vehicles required onsite, including cool rooms etc.
- * Camping will be in a location determined by Show Society Committee and must be booked

APPLICATION NOTES

To Apply For a Site:

The following forms must be completed and returned as a part of your application:

1. Application Form
2. Public Liability Certificate of Currency
3. Vendor Site Safety Checklist
4. Current Logo to be used in Facebook Post
5. Statement Of Trade (If stall includes prepared or pre-packaged food, inc samples)

The completed forms must be forwarded (email preferred), with your Certificate of Currency to reach the office by **Monday, 9th September 2024**.

PAYMENTS

Payments may be made by Electronic Funds Transfer to: Mildura Show Society Bendigo Bank,
BSB: 633-000
A/C No: 146612866.

Please use your company name/Invoice Number as a reference.

Payment is also available via EFTPOS/Credit Card. **Please note a 2.0% surcharge applies to all card payments.**

SITE OPTIONS

TRADE SITE - INCLUDING SHOWMEN'S GUILD & SHOW BAGS

STANDARD TRADE SITE

3m x 3m, \$310 inclusive of Garbage & Security.
Each additional 3m x 3m site, \$175 each

SHOW BAG VENDOR SITE

\$120 per metre frontage.
Electricity is an additional fee and available as follows:

One only 10/15 amp power outlet: \$200

Additional per power outlet: \$100 each

3 Phase: \$300 one only outlet

Additional 3 Phase Outlet: \$200 per outlet each

MARKET STALL - PRODUCTS SOLD AT A FARMERS MARKET OR LOCAL MARKET ONLY

The Mildura Show has available 'market' sites to support local small business. This is to enable small or home-based businesses attend the event at a reduced cost. These sites have no guaranteed site frontage and may have to share a site and fit in with other Vendors. Sites will be allocated on a first in first served basis. Please contact the Coordinator to ensure availability before applying to ensure your product fits the criteria.

Site Cost: Standard (3m x 3m) \$100 for 2.5 days.

Each additional: 3m x 3m site is \$75/site in addition to the Standard Fee (i.e. a 6m x 6m Market Stall would be \$175 for 2.5 days).

OR Market Stalls may attend on a single day at \$75/ 3m x 3m site/day (i.e. a 3m x 3m site on Friday & Saturday (2 days) would be \$150).

Electricity is \$50 per outlet and is to be used for lights only.

COMMUNITY GROUP / INFORMATION STALL

Community Group Sites are ONLY available to local Sunraysia Community Groups and Not for Profits

Standard (3m x 3m) \$50 for 2.5 days.

Each additional (3m x 3m) \$25/site

OR Single Day 3m x 3m \$ 25 per day

Electricity is \$50 per outlet and is to be used for lights only.

CATERING VENDORS

The provision of catering services at the Mildura Show will be allocated according to Services Selected. Please note that restrictions will be placed on services lines and food types to prevent multiples of the same selections at the event. Mildura Show Society reserve the right to refuse any application or part thereof.

Electricity is an additional fee and available as follows:

One only 10/15 amp power outlet: \$200

Additional per power outlet: \$100 each

3 Phase: \$300 one only outlet

Each additional 3 Phase Outlet: \$200 per outlet

SITE SHARING

Clause 4 of the 'Conditions' specifically prohibits the sub-letting and or sharing of your site without the prior approval of the coordinator.

- Once approved, the person or organisation sharing your site must complete an application form and return it and insurance certificate documents to the Coordinator.
- The site fee (& power fee if applicable) will not apply but all other charges must be paid. It will be left in your hands to arrange any split of the site and power fees.

VENDOR PASSES

All Vendors will require Vendor wristbands which must be fixed to the arm prior to entry to the site.

Vendors will be issued with 2 sets of 2.5 days.

Additional Vendor passes need to be ordered on the application form.

FOOD / FOOD PRODUCTS

All Vendors and/or temporary and mobile food businesses must be compliant with the Victoria Health Department's 'FoodTrader' registration requirements. Register online at <https://foodtrader.vic.gov.au/>.

Email a copy of the Statement Of Trade (SOT) with your application to mildurashowsociety@gmail.com

No Smoking Within 10 Metres of a Food Stall signs are required on all catering sites

VEHICLES

Vendors are asked to have **all vehicles off** the venue by **2:30pm** on Thursday and by **8.00am** on both Friday & Saturday.

Vehicular movement is strictly prohibited within the venue whilst the event is open to the public.

Exhibit removal is to be via trolley ONLY whilst the event is open.

PUBLIC LIABILITY INSURANCE

A Certificate of Currency as provided by your insurer or insurance advisor **MUST** accompany your application. Most insurers will email them (for free) and we would prefer this as we then know that we have a current certificate. Email direct to mildurashowsociety@gmail.com

The Certificate of Currency to qualify must include the following:-

- Must indicate that the cover is provided for the period of the event.
- A minimum cover of \$10 million**
- Must describe the nature of the business and the description must match the nature of the activity you will be undertaking at the event.
- Coverage extends to events such as the Agricultural Shows.

If you have coverage for less than \$10 million, arrange with your insurer or insurance advisor to extend it to \$10 million. Applications received without a qualifying Certificate of Currency will not be accepted and will be returned without exception, including applications from government bodies.

ELECTRICITY

Electricity is available throughout the site in varying quantities. Please read the point 5 in the 'Safety Checklist'. Own generators may be used, but must be quiet and safely secured from public access. Refuelling is not permitted during open times.

EXTENSION LEADS

It is the Vendors' responsibility to provide adequate extension leads to reach the nearest power box. No Vendor requiring power will be more than 30 metres from a power box. Please check that your leads are of adequate current rating and in a sound condition and **must have been tested & tagged**.

GAS & ELECTRICAL SAFETY

Gas or electricity operated appliances must comply with relevant regulations. Electrical cords must be tested & tagged.

Please refer to the Code of Practice for information on the Gas & Electrical safety Requirements.

For further information please refer to Energy Safe Victoria Guideline for Electrical Installations & Electrical Equipment at Public Events.

Fire extinguishers must be on hand and correctly maintained.

The Event Safety Officer will inspect gas & electrical appliances, fire equipment, including extinguishers & blankets, Marquee Weights and general site safety.

All activities and facilities that are detected for non-compliance with the legislative requirements may be shut down.

Please ensure all compliance certificates and tags are current and available for inspection upon request.

No Dogs at the event please

SECURITY

The venue will be patrolled on Thursday, Friday, Saturday and Sunday nights by contract security guards. Please note that Vendors are to secure their exhibits each night.

PROHIBITED ITEMS.

The following items are banned at Agricultural Shows and may not be sold at the event.

- Explicit and Hardcore T-Shirts
- Explicit DVD's & Videos
- Fake Cigarettes
- Fuel Type Fire Lighters (Zippo)
- Iridescent Hair Spray
- Trumpets
- Knives (including Pen Knives) excluding appropriately packaged kitchenware sets
- Metal and Wooden Martial Art Nunchakus
- Laser Pen Lights and / or Laser Toys
- Playing Cards (Nude or Lewd)
- Pressure Pack Fart Gas
- Pressure Pack Snow
- Pressure Pack Silly String
- Drug Related Goods (including Cocaine Kits, Bongos, etc.)
- Stink Bombs
- Water Pistols longer than 150mm
- Water Bombs

Toy Guns are acceptable however the following are NOT allowed:

- Guns that are designed to Project any form of Object or Projectile
- Pellet Guns
- Ball Bearing Guns
- Replica Guns (Bullet Type)
- Pop Downs (Throw Downs)
- 8 Shot Caps (caps only banned)
- Strip Caps (caps only banned)
- Roll Caps (caps only banned)
- Fireworks or Crackers

CONSUMER AFFAIRS VICTORIA PRODUCT SAFETY

Please review this information provided by Consumer Affairs and ensure all items available on your stall comply with the Standards.

Product Safety: www.productsafety.gov.au

Information toward Cell Batteries via:

www.productsafety.gov.au/product-safety-laws/safety-standards-bans/mandatory-standards/button-and-coin-batteries

www.consumer.vic.gov.au/consumers-and-businesses/products-and-services/product-safety

Burrells Mildura
Party
HIRE
For All Your Party Hire Needs

**MARQUEE HIRE • PARTY HIRE • CORPORATE EVENTS
AUDIO VISUAL HIRE • STAGING • CATERING EQUIPMENT
WEDDINGS**

Since 1986, Mildura Party Hire has made good times even better with their extensive range of mobile party equipment.

From a small backyard function to a large wedding as well as corporate events, they have you covered.

Their hire inventory includes Marquees, jukeboxes, crockery, cutlery, glassware, lamb roasters, tables and chairs, mobile cool rooms and dance floors.

Digital jukeboxes and karaoke machines with touch screen technology are now available for hire, these jukeboxes are updated every month with the latest top 40 hits and include all the classics.

Rev up the atmosphere at your next party with special effects lighting with disco lights, black lights, lasers and ambient up lights.

Stage and catwalks are also available in various sizes and configurations. They also hire all types of audio visual equipment including Plasma screens, projectors, lecturns and vocal Public address systems to large concert systems including all types of stage and theatrical lighting.

Marquees suitable for outdoor weddings range from 3 x 3m up 15 x 100m, larger marquees can be fitted with silk liner and other décor effects. Colonial style windows and entrance marquee with red carpet are also available to add that special touch.

Mildura Party Hire strives for excellence in all aspects of its services with an ever changing inventory and it shows with increase in clientele every year.

Drop in to the show room or go online and see what's on offer at Mildura Party Hire, 2 Scott Crescent, Mildura.

WE SUPPLY:

Marquees and Clearspan Structures
Flooring, Silk lining and grass matting
Audio Visual equipment
Stage lighting, River front lights
Stages and Dance floors
Juke Boxes and Karaoke machines
Range of disco effects
Tables and chairs
Crockery and cutlery
Table Linen and glassware
Catering equipment
BBQs
Heating and cooling
Umbrellas and outdoor furniture



Find us on
facebook

**E: david@mildurapartyhire.au
www.mildura partyhire.com.au**

**Phone: 5023 4677
Fax: 5023 4877
2 Scott Crescent, Mildura**

2024 SITE APPLICATION FORM

| | | | | | |
|---|--|--|-----------------|------------------|-----------------|
| BUSINESS NAME: | | | ABN: | | |
| ACCOUNT CONTACT PERSON: | | | MOBILE: | | |
| EMAIL ADDRESS: | | | | | |
| WEBSITE/FACEBOOK PAGE: | | | | | |
| POSTAL ADDRESS: | | | POSTCODE: | | |
| ON SITE STAFF MEMBER NAME: | | | MOBILE: | | |
| SITE REQUIREMENTS | | | | | |
| TRADE SITE- INC SHOWMEN'S GUILD & SHOW BAGS | | | NUMBER | PER UNIT | AMOUNT |
| 3m x 3m site – One Only | | | | \$310.00 | \$ |
| 3m x 3m additional site(s) | | | | \$175.00 | \$ |
| Total Site Size in m | | | m x | m | |
| Show Bag Stall \$120/m | | | m x | m | \$120.00 \$ |
| 10/15 Amp Power Outlet (One Only) Please select: | | | 10 Amp | 15 Amp | \$200.00 \$ |
| Additional 10/15 Amp Power Outlet Please select: | | | 10 Amp | 15 Amp | \$100.00 \$ |
| 3 Phase Power Outlet (One Only) | | | | \$300.00 | \$ |
| Additional 3 Phase Power Outlet | | | | \$200.00 | \$ |
| Details of Electrical equipment used: | | | | | |
| MARKET SITE - 3m x 3m - Contact Coordinator before application | | | NUMBER | PER UNIT | AMOUNT |
| Market Site - 3m x 3m- One Only for 2.5 days | | | | \$100.00 | \$ |
| Additional 3m x 3m for 2.5 days | | | | \$75.00 | \$ |
| Single Day Market Stall 3m x 3m | | | Thursday | Friday | Saturday |
| Electricity 10 Amp- Lights only | | | | \$50.00 | \$ |
| Details of Electrical equipment used: | | | | | |
| COMMUNITY GROUP / INFORMATION STALL | | | NUMBER | PER UNIT | AMOUNT |
| 3m x 3m for 2.5 days | | | | \$50.00 | \$ |
| Additional 3m x 3m for 2.5 days | | | | \$25.00 | \$ |
| Single Day Community Stall 3m x 3m | | | Thursday | Friday | Saturday |
| Electricity 10 Amp- Lights only | | | | \$50.00 | \$ |
| Details of Electrical equipment used: | | | | | |
| CATERING VENDORS | | | NUMBER | PER UNIT | AMOUNT |
| Total Site Size in m. Must include any onsite vehicles | | | m x | m | |
| 10/15 Amp power outlet - One Only Please select: | | | 10 Amp | 15 Amp | \$200.00 \$ |
| Additional 10/15 Amp Power Outlet Please select: | | | 10 Amp | 15 Amp | \$100.00 \$ |
| 3 Phase Power Outlet- One Only | | | | \$300.00 | \$ |
| Additional 3 Phase Power Outlet | | | | \$200.00 | \$ |
| Details of Electrical equipment used: | | | | | |
| Gas Equipment (Please select) | | | Yes | No | |
| Continued Next Page | | | | Sub Total | \$ |

| CATERING SERVICE APPLIED FOR | | AMOUNT |
|---|----------|--------|
| Barbecue type food – grilled steaks, sausages, hamburgers incl. salad and side dishes | \$300.00 | \$ |
| Toasted bacon and egg sandwiches | \$200.00 | \$ |
| Sandwiches, pies, pasties and sausage rolls | \$200.00 | \$ |
| Baked hot potato | \$500.00 | \$ |
| Deep fried food, including chips, dim sims, potato cakes, chiko rolls & calamari | \$500.00 | \$ |
| Continental type food – pasta, Donor Kebab, Souvlaki etc. | \$500.00 | \$ |
| Roast meat - available in rolls or with salad | \$500.00 | \$ |
| Saveloy and rolls | \$200.00 | \$ |
| Asian style takeaway | \$500.00 | \$ |
| Dumplings | \$400.00 | \$ |
| Pizza | \$500.00 | \$ |
| Dessert Foods and/or Ice Cream including ice cream, doughnuts, pancakes & Strawberries and ice cream | \$400.00 | \$ |
| Juice Bar | \$350.00 | \$ |
| Coffee | \$350.00 | \$ |
| Drinks- prepackaged including aerated drinks & flavoured milk, (per item) | \$100.00 | \$ |
| Other: to be discussed with coordinator | | \$ |
| Total amount (combined if applicable) | | \$ |

| ADDITIONAL VENDOR WRISTBANDS - ALL VENDORS | | | | NUMBER | PER UNIT | AMOUNT |
|--|----------|--------|----------|--------|----------|--------|
| \$5 per day (2 sets of 2.5 days supplied with site) | Thursday | Friday | Saturday | | | \$ |

| CAMPING - If you are staying overnight, charges apply | NUMBER | PER UNIT | AMOUNT |
|--|--------|----------|--------|
| No of persons (\$20/person per night to a maximum of \$100 per application) | | | \$ |

| | |
|-------------------------|----|
| Sub-Total Fees | \$ |
| Total Amount Due | \$ |

EFT DETAILS

ACC NAME: Mildura Show Society Inc Society
 BANK: Bendigo Bank
 BSB: 633-000
 ACCOUNT NO: 146 612 866

PLEASE TICK YOUR PAYMENT METHOD

EFT/DIRECT DEPOSIT

EFTPOS/CREDIT CARD (PLEASE NOTE 2% SURCHARGE APPLIES).

Provide details below:

Name on card: _____ Expiry: ____/____ CVV: _____

Card Number

I/We agree to the enclosed terms and conditions of the Mildura Show Society.

I understand that Vendors are responsible for all employees on their site being aware of the terms and conditions enclosed herein

Signed: _____ Date: ____/____/____

**FULL PAYMENT IS REQUIRED BY MONDAY 30TH SEPTEMBER 2024
NO REFUNDS WILL BE MADE**

SAFETY POLICY

VENDOR SITE SAFETY RESPONSIBILITIES

- The Vendor shall at all times exercise all necessary precautions for the safety of the public, employee(s) and others appropriate to the nature of the exhibit site/demonstration and the conditions under which the event is conducted. The Vendor shall comply with all statutory requirements and such directions as the event Safety Officer or the Mildura Show Society Organising Committee may give.
- Notwithstanding any directions or approvals given by the Committee, the Vendor shall at all times be held responsible for the safety of all persons engaged in the operation of an exhibit site/demonstration.
- The Vendor shall promptly report to the Committee, all accidents involving death, personal injury, and all incidents with the accident potential such as equipment, structure or infrastructure failure and the like. If required the Committee shall ask for the generation of an incident/accident report which either the Committee or the Coordinator must take delivery of within 48 hours of the accident/incident.
- The Vendor shall implement a Site-Specific Safety Management Plan. This Plan will demonstrate how the Vendor will comply with the Occupational Health and Safety Act and associated Acts and Regulations.
- The Committee has compiled a Vendor Site Safety Checklist, which must be completed and returned to the Coordinator with your site application form and certificate of currency by **Monday, 9th September 2024**.

VENDOR SAFETY MANAGEMENT PLAN

Each Vendor is required to provide a safety management plan by completing a Vendor Site Safety Checklist, which addresses the following:

1. Safety management responsibilities within the Vendor organisation which details the names and position of the persons responsible for the following aspects:
 - 1.1. Maintaining up-to-date Occupational Health & Safety Regulations, codes and practices and communication of their relevance within the Vendor's organisation.
 - 1.2. The identification of and evaluation of site specific OH&S hazards through the completion of the site safety checklist.
 - 1.3. Ensuring safe operation of the equipment, plant and materials used on the site.
 - 1.4. Procuring training, enforcement of the use and the monitoring of the condition of all related equipment.
 - 1.5. The management of onsite work methods, the warning of hazards and the implementation of accident and emergency procedures.
 - 1.6. The protection of the public on and near the site.

- 1.7. The assessment and monitoring of all sub-contractors on the site.
2. The identification of the site related OH&S hazards, and for each, the preparation of Job Safety Analysis, (JSA). The JSA should include Standard Operating Procedures (SOP) designed to manage the associated hazards.
3. A procedure for reviewing the site related hazards for the duration of the Mildura Show Society and if necessary, the development of a revised Site Safety Plan.
4. In the development of a Site Safety Plan, consideration should be given, but not limited to, the defining of confined spaces, adequate illumination, traffic control, machinery guards, safe access, working at heights, hazardous substances.
5. If the Safety Management Plan, in the opinion of the Event Safety Officer/Committee's/Coordinator, does not adequately cover the requirements, then work will not be permitted to commence on the site until the Safety Management Plan has been revised to cover the requirements.

I have read and understood the above information.

Vendor Company Name:

Vendor Contact Name:

Vendor Contact No: _____

Signed: _____

Date: ____ / ____ / ____

SAFETY CHECKLIST

IMPORTANT NOTICE: This site safety plan must be completed and the COPY submitted with your application & payment to the Mildura Show Society prior to the site being permitted to operate. Failure to submit this safety plan will result in your site not being permitted to operate.

*** THIS SITE SAFETY PLAN MUST BE AVAILABLE ON SITE AT ALL TIMES***

| HAZARDS | SUGGESTED RISK CONTROL MEASURES | RISK CONTROL MEASURES IN PLACE YES / NO / NA |
|--|--|---|
| 1. Slips, Trips and Falls | Exhibit designed to minimize trip hazards | |
| | Barriers in place to separate people from hazard conditions expected at this site | |
| | Mats placed over uneven surfaces and cables | |
| | Segregation of pedestrians by means of barriers, fences or wardens | |
| | Warning signs/ flags/ indicators in place to warn of hazard/s | |
| | Exhibition designed to minimise hazards | |
| | Barriers in place to separate people from hazards | |
| | Surface dried and cleaned as soon as hazard occurs | |
| | Hand rails and steps to be of solid construction and manufactured in accordance with Australian Standards | |
| | Supervision in place to assist and instruct visitors climbing onto plant and machinery | |
| 2. Plant & Machinery Note 1: All machinery and equipment demonstrations Vendors should liaise with appropriate Mildura Show staff regarding the safe movement of displays | Experienced and competent operators only to operate | |
| | Speed limits and load restrictions adhered to | |
| | Passengers not to be carried | |
| | Safety procedures in place when backing machinery | |
| | Not left unattended when running | |
| | Removal of keys when unattended | |
| | Booms and tines to be lowered before vacating the machine (see item 8) | |
| | Operating the machinery in the vicinity of overhead or underground power lines qualified spotters are used | |
| | Safe work procedures are available and should take into account: Vicinity of other workers and visitors when starting machinery Use of machinery on uneven surfaces or inclines | |
| 2.1 Stationary Machinery Hazards | Operators are experienced and competent | |
| | Segregation on pedestrians by means of barriers, fences and supervision | |
| | Machine guarding in place | |
| 3. Dangerous Goods & Hazardous Substances (Consider bringing empty containers) | Material data sheets (MSDS) available at your exhibit area | |
| | All dangerous goods/Hazardous substances in suitable containers, labelled and with appropriate warning signs | |
| 3.1 Clean containers for display purposes | Precautions stated on MSDS to be followed | |
| | Required protective equipment to be provided to the workers | |
| | Visitors, especially children, to be kept away from Dangerous Goods/ Hazardous Substances by means of barriers and constant supervision | |
| | Safe work procedures are available where there is a need to open or decant containers. Ensure staff are trained in Safe Working Procedures. <i>Note: Occupational Health and Safety (Dangerous Goods Regulations 2000 & Hazardous Substances Regulations 1299) apply</i> | |

| HAZARDS | SUGGESTED RISK CONTROL MEASURES | RISK CONTROL MEASURES IN PLACE YES / NO / NA |
|---|--|---|
| 4. Cuts and Laceration Hazards | Eliminate sharp objects and protrusions from your exhibition | |
| | Place barriers between sharp objects and workers/visitors | |
| 5. Electrical | All electrical equipment and leads must have current testing tag attached including generators | |
| 6. Thermal Hazards | Public and others separated from hot/cold via barriers | |
| | Warning signs erected | |
| | Staff informed and adequately trained with regard to hazards | |
| | Protective equipment supplied to workers where appropriate | |
| 7. Fire Hazards | Public and others separated from sources of fire by barriers | |
| | Combustible/flammable material kept to a minimum and segregated from sources of ignition | |
| | No smoking near flammable material | |
| | Appropriate fire extinguisher/blanket in Vendor area | |
| 8. Gravitational Hazards | Heavy items not to be stored at heights | |
| | Public and others segregated from areas where items may fall | |
| | Temporary structures checked for stability and strength taking into account possible weather conditions (eg. Wind, rain etc.) | |
| | All silos and tanks should be securely anchored | |
| | Potential energy hazards must have fail safe systems | |
| 9. Pressure Hazards | All equipment hoses and cylinders to be inspected prior to exhibition | |
| | Gas cylinders secured to prevent falls | |
| | Public segregation from hazards by barriers | |
| | Workers informed of hazards and trained in use of equipment | |
| | Protective clothing and equipment supplied and used | |
| | In the event of a spill the Vendor will bunt the area, contain the spill and immediately notify the Site Safety Manager. | |
| 10. First Aid | First – aid kit on site | |
| | Emergency telephone numbers displayed | |
| | Level 2 First Aider | |
| 11. Marquee | Is marquee larger than 100 square metres? If so, it must be erected by a person who has qualifications to do so. <i>Note: Please note when placing pegs and other anchors, Red Line indicates underground power</i> | |
| | Name of Qualified erector: | |
| | 12. Additional Notes | |
| <p>The Mildura Show Society has determined that the periods of greatest risk to safety exists in setting up and dismantling of displays. During this time all Vendors are required to adhere to but not limited to the following instructions:</p> <ul style="list-style-type: none"> • Vendors are asked to have all vehicles off the venue by 2:30pm on Thursday and by 8.00am on both Friday & Saturday. • No vehicular access will be granted for exhibit removal whilst the event is open to the public. • Additional site-specific hazards not outlined above must be identified, risks assessed and appropriate risk control measures implemented. <p>Vendors must not commence dismantling of site before 9pm Saturday.</p> | | |

This statement indicates that I/We, the Vendors, have implemented the above control measures for our site and activities for the Mildura Show held on 17th, 18th & 19th October 2024.

Vendor Company Name: _____

Vendor Contact Name: _____

Vendor Contact No: _____

Signed: _____ Date: ____/____/____

CONDITIONS

1. In the following 'Mildura Show' shall mean the Mildura Show Society Organising Committee and MSS.I. shall mean the Mildura Show Society Inc.
2. **Entry fees as detailed on the Application forms must be paid by the due date(s).**
3. The Vendor shall not cause any noise or perform any other act which is or maybe a nuisance to other Vendors. The use by the Vendor of amplifiers or loudspeakers is strictly prohibited unless by prior agreement with the Committee.
4. Except with the written consent previously obtained from the Coordinator, the Vendors shall not assign or sub-let or part with the possession of the whole or any part of the site or purport to do so.
5. The Vendor is responsible for the condition of the site covered by this Agreement during the currency of the Mildura Show and on completion of such Mildura Show the Vendor shall clean any part of the area affected by the Vendor's presence thereon to the state it was in prior to the Mildura Show or to the satisfaction of the Committee.
6. The Vendor shall conform with the requirements of any act of Government which may govern the erection of structures for the display and/or sale of products or goods of the Vendor's and the regulations, by-laws and ordinances made under such acts.
7. The committee shall have the right to sell by public auction or private treaty any structure or part there-of which has been erected on the space and still remains on such space or upon the said area after the expiration of thirteen days from the completion of the said Mildura Show and may retain for its own use the proceeds of any such sale.
8. The Committee shall not be liable for any loss of or damage to the Vendor's property whilst on the said area. Security of the Vendor's property or display shall be the responsibility of the Vendor.
9. If the Committee should find it necessary or expedient to cancel or postpone the Mildura Show, this agreement shall cease to operate upon notice to that effect, signed by the Secretariat served on the Vendor by handing it to him personally or by posting it to him in a pre-paid envelope or wrapper at the address here mentioned or at the option of the Committee by handing or offering it to any person who appears or is thought by the Secretariat to be an employee, agent or partner of the Vendor and the Committee shall not be liable to the Vendor for any compensation whether on the ground of loss of profits or otherwise in respect of such cancellation or postponement and the Vendor shall not be entitled to any refund or payment of any money paid by the Vendor in relation to this application.
10. The Application properly signed by the Vendor and including payment in full shall be in the hand of the Coordinator by **Monday, 9th September 2024**. Applications received after that date are only accepted at the discretion of the Committee.
11. The Vendor shall not conduct or permit or suffer to be conducted on the space any competition, game or sale by auction without authority of the Committee.
12. **The Vendor shall not fuel machines or generators within the event space or surrounds whilst the event is open to the public.**
13. The Committee reserves the right to cancel this agreement and to retain any monies paid in relation thereto if there is in the opinion of the Coordinator any infringement of any of the foregoing conditions and/or if the Vendor does not occupy the space at the commencement of and during the full period of the said Mildura Show. **Vendors are NOT to vacate sites before 9:00pm on any day of the event without prior approval from the Coordinator.**
14. The Committee shall not be held liable for damage caused to any property on which practical demonstration may be held. Furthermore, the committee reserves the right to forbid the use of any machine in practical demonstrations which in view of its nature and/or of the weather conditions prevailing at the time may be liable in the Committee's opinion to cause damage to the area or the persons or property therein.
15. The Committee reserves the right if it considers it necessary, expedient or desirable to cancel or suspend the operation of this Agreement by notice served on the Vendor as provided in Clause 9 in the event of any occurrence or happening which in the opinion of the Committee justified it in so doing. Moreover, the Committee shall not be liable to pay the Vendor for any compensation whether on the ground of loss of profits or otherwise or any refund of payment of any money paid by the Vendor in relation to this Agreement in respect of such cancellation or suspension.
16. The Mildura Show is conducted by the Mildura Show Society Inc. committee, a body corporate pursuant to the provisions of the Associations Incorporation Act. All rights and obligations which arise under these conditions or in relation to the Mildura Show Society shall be enforceable by or against M. S.S.I which shall function through the Committee.
17. In these conditions unless the contrary appears:- "the area" shall mean the area defined by the external boundary fences of the Mildura Recreation Reserve, Twelfth Street Mildura, "the Vendor" shall mean the body corporate, person, partnership or voluntary association whose name appears on the application to exhibit and shall include the employees, servants and agents of the Vendor, "the Committee" shall mean the elected Committee of the M.S.S.I and those persons engaged by them to function on their behalf, "the Secretariat" shall mean that person or persons engaged by the M.S.S.I. to act as the 'Organising Coordinator'. Words importing the singular number shall include plural and the masculine gender the feminine or neuter and vice versa and those importing persons shall include bodies corporate. Joint Vendors shall be jointly and severally bound by these conditions and shall have joint and several liabilities hereunder. "Site" shall mean the space allocated by the Committee to a Vendor and shall include the immediate surrounds of such space.
18. The M.S.S.I. reserves the right to restrict the number of Vendors and place restrictions on products lines and to accept or not accept applications at its discretion without explanation.

2024 IMPORTANT DATES

MONDAY 9TH SEPTEMBER

APPLICATIONS DUE

FRIDAY 21ST SEPTEMBER

50% DEPOSIT OF TOTAL FEE REQUIRED

MONDAY 30TH SEPTEMBER

FULL PAYMENT IS REQUIRED.

WEDNESDAY 16TH OCTOBER

SITE IS OPEN TO VENDORS
FOR SET UP FROM 9AM

THURSDAY 17TH OCTOBER

DAY 1
4PM TO 9.30PM
NO VEHICLE MOVEMENTS

FRIDAY 18TH OCTOBER

DAY 2
9AM - 10.30PM
NO VEHICLE MOVEMENTS

SATURDAY 19TH OCTOBER

DAY 3
9AM - 11.30PM
NO VEHICLE MOVEMENTS

SUNDAY 20TH OCTOBER

PACK UP DAY

MONDAY 21ST OCTOBER

PACK UP DAY
SITE NEEDS TO BE CLEARED BY 12PM

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