



## *Malvern Agricultural & Pastoral Association*

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### APPLICATION FOR TRADE SPACE Malvern A&P Show 2024

The annual Malvern A & P Show will be held on Saturday the 23<sup>rd</sup> of March 2024, at the Sheffield Domain, State Highway 73. We invite you to apply for Trade Space for this show by completing and returning the form below. It is essential that you prepay for this site and allow sufficient room for your requirements (including tent pegs) as no extra space will be given on the day.

#### Terms and Conditions

- ✚ **No food or beverage sales** - except by arrangement with the Event Administrator via a tendering process (please email for details).
- ✚ It is essential that you prepay for this site and allow sufficient room for your requirements (including tent pegs) as no extra space will be given on the day.
- ✚ **Exhibitors of machinery and mechanical** equipment of any description must ensure that it is fully guarded so as to be incapable of injuring spectators while on display. Exhibits which are considered by the A & P Association to be dangerous, to be excessively noisy, or undesirable in any way, may be immobilized or removed at the discretion of the A & P Association.
- ✚ **All site holders MUST HAVE PUBLIC LIABILITY INSURANCE COVER FOR THE DURATION OF THE SHOW.** The A & P Association will not be responsible for any claim.
- ✚ **Vehicles** around Trade Sites will **not** be permitted unless they are being displayed. Site holder's vehicles are to be parked in the car park. No vehicles and equipment are to be parked inside the Showgrounds.
- ✚ **All precautions** must be taken at all times to ensure public safety. Each site holder must be familiar with and comply with the provision of the Health and Safety at Work Act 2015 and any other act of Parliament, Regulations or Bylaws.
- ✚ Ensure that all **tent pegs** and other objects that could cause an injury to the public are **covered** or appropriately and clearly marked.
- ✚ **Fire Extinguishers** are required at all food sites, in enclosed marquees over 20 sq. meters and at any site with a generator.
- ✚ When setting up your trade site we would ask that you be mindful of public safety at all times and that your stall is safely secured, and the contents arranged to provide a protected environment.
- ✚ All vehicles accessing the Showground **must observe speed limits.**
- ✚ All sites must be left in the condition in which they are found. If sawdust, bark or woodchip is to be placed on the ground, a tarpaulin or cover **MUST** be provided to protect the grass. It is the responsibility of the site holder to clear **ALL** sawdust, bark, woodchips etc. from their site.
- ✚ Each exhibitor must keep all display equipment, signs, tent rope/pegs within their allocated site boundaries.

- ✚ Site holders requesting power are required to connect to the electricity using a residual current device (RCD). Site holders are required to bring their own power cords and RCD units.
- ✚ Power, if required is available for an additional \$35.00.
- ✚ **No animals** are allowed in the Trade Sites.
- ✚ **The sale of Firing Guns, any sharp objects i.e.: Knives and Scissors, Water Bombs, Water Pistols or Silly String etc., is not permitted. The sale of these items will see the Trade Exhibitor asked to leave the Showgrounds.**
- ✚ Sites are available to set up the day prior to the show. **All sites must be set up no later than 9am the day of the show and are expected to stay till 4pm.** (Weather permitting).
- ✚ Security will patrol the grounds on the night of Friday before the show. Site holders are responsible to ensure that all vehicles. Equipment and exhibits are secure while not manned. The A & P Association shall not be liable for any loss of/or damage to an exhibitor's property whilst on the Showgrounds.
- ✚ Exhibitors cancelling their site or failing to appear at the show are not eligible for any refunds.
- ✚ Trade site allocation is not confirmed until the site fees and extras are paid in full.
- ✚ **Entry Tickets** – one entry ticket is included within the base cost of each site. If you have more people involved with your site, you will need to purchase additional show entry tickets. Additional tickets are available at a cost of \$15.00 per adult.
- ✚ **No Ticket – No Entry.**

**A site map will be available from 5pm Friday the 22<sup>nd</sup> of March – NOT BEFORE.**

Site Size	Cost	Power (additional cost if required)	Inclusions
4m front X 4m depth	\$50.00	\$35.00	1 x entry ticket
5m front, any depth	\$64.00	\$35.00	1 x entry ticket
6m front, any depth	\$78.00	\$35.00	1 x entry ticket
7m front, any depth	\$92.00	\$35.00	1 x entry ticket
8m front, any depth	\$106.00	\$35.00	2 x entry tickets
10m front, any depth	\$134.00	\$35.00	2 x entry tickets
12m front, any depth	\$162.00	\$35.00	3 x entry tickets
16m front, any depth	\$218.00	\$35.00	4 x entry tickets
20m front, any depth	\$274.00	\$35.00	5 x entry tickets

**Trade Site Application (Please Print)**

**Business Name**.....

**Postal Address**.....

..... **Postcode** .....

**Name of contact person**.....

**Phone number**.....

**Email address**.....

**Detailed description of Services/Products on display** .....

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**Number of extra meters required**.....

**Number of extra entry tickets**..... @ \$15.00 per ticket = \$.....

**Power** (Must carry own RCD & have a current Electrical Cert.)  **Yes**  **No**

**Total Amount to be paid**.....

**Invoice required**  **Yes**  **No**

**PLEASE NOTE: The Malvern A&P Association is no longer able to accept payment by Cheque.**

**Bank A/C** 38-9015-0303830-00

Please use your business name as reference if paying by direct credit

**Signed** ..... **Date**.....  
(as agreeing to conditions listed above)