



Saturday 9th November, Waimate

2024 TRADE SPACE APPLICATION

We are looking to reserve a trade space at your Annual Show on Sat 9th November 2024 at the Waimate showgrounds. The **closing date 6th Oct**, and no late applications will be accepted.

Cost is per site / size 5x5m /You can book as many multiple sites as you wish

Trade space \$ 95
Not-for-profit and Craft stalls \$ 50
Power \$ 35
Extra side Pass \$ 8

Trade Space required: 5x5m site - Multiple sites accepted.

Extra Tickets required: One Exhibitor's Pass (including car) issued for every four 5x5 m booked.

Description of Services &/or Products on display (Food Sites please fill out separate food forms)

.....

Power Required: YES NO

Contact name:

Company Name:

Address:

Phone:

Email:

I wish - to be contacted regarding advertising in Show Catalogue \$80. Advertising deadline 30 Sept 24.

I/we acknowledge our responsibilities to manage the health and safety of ourselves, our employees to our trade space and exhibit for the show. We understand our responsibilities to identify and manage hazards. We have read, understood, and agree to the Southern Canterbury A&P Association's health and safety policy enclosed with this application. The Association reserves the right to accept or decline any applications for Trade Space. **An invoice will be sent at the time of application.**

Terms and Conditions for all Trade & Market Stall holders

- a) All stalls must be set up no later 9am on Saturday.
- b) All stalls must operate for the entire day of the event.
- c) All fees relating to each stall must be paid prior to the event, any unpaid fees will result in your site being cancelled.
- d) Once payment is made each exhibitor will be issued with tickets. Further tickets may be purchased as required at the gates.
- e) Camping will be again allowed on site.
- f) All sites must be vacated on Sunday evening 10 November 2024. If you need to store a van or equipment elsewhere until Monday morning please advise the office.

General Rules forming part of this agreement:

1. The stallholder undertakes to comply with all regulations and bylaws applicable to the stall including but not limited to the Covid-19 rules and also to the Fair Trading Act and the Consumer Guarantees Act and indemnifies the Market Coordinator and SC A&P Association from all claims, costs and damages arising whatsoever from breach by the stallholder.
2. The stallholder shall in regard to all plant, equipment and machinery used in connection with their stall, comply with all regulations, government orders and codes of practice to ensure the safety of the employees of the stallholder, the Fair Coordinator and the general public.
3. The stallholder shall not bring on to the site any dangerous goods and indemnifies the Fair Coordinator and SC A&P Association from all claims, costs and liabilities arising howsoever from the actions of the stallholder, its employees and invitees.
4. The stallholder undertakes at all times to comply with the Building Act 1991, Resource Management Act and the Health and Safety in Employment Act and indemnifies the SC A&P Association for any costs, claims or liabilities arising as a result of the stallholders action or inactions or its failure to comply with local body or Government regulations relating to the stallholders stall
5. The SC A&P Association shall be under no liability for loss or damage to produce or the property of the stallholder, its servants, agents or licensees howsoever such loss or damage may be caused, whether or not caused, in whole or in part, by the negligence of the Market Coordinator, his/her servants or agents.
6. A stallholder may not sublet, assign, share or part with the possession of the stall except with the prior permission of the Executive. Failure to observe this clause will be grounds for exclusion from the Fair.
7. If the holding of the Fair is prevented, postponed or abandoned for reason of fire, storm, lightning, national emergency, strike, lockout, civil disturbance, inevitable accident or any cause not within the control of the Market coordinator or should the venue become wholly or partially unavailable for holding the Fair then the Fair Coordinator will be at liberty to cancel the Fair. Where the Fair is cancelled under this clause, neither the SC A&P Association nor the Fair Coordinator shall be under any liability in any way whatsoever for any costs, expenditure, liability or consequential loss incurred by the stallholder.

I have read and understood this information



APPLICATION FOR FOOD STALL

Event:.....

Date:

Food vendors are required to submit the completed form to us prior to being considered for acceptance..

Name:

.....

Contact Person:

.....

Contact Telephone Number:

.....

Registered Food Premises / Charity Organisation - Fundraiser / Community Group - Fundraiser
(please circle as appropriate)

Registered Food Premises:

District Council you are licensed with

or

MAF Registration details

***** Please ensure you have a copy of your CURRENT certificate with you on the day *****

FOOD

Please provide details of foods to be sold:

.....
.....

Where will ingredients/food be purchased from?:

.....

FACILITIES

What water will be available in stall?

What facilities will be available for handwashing?

.....

What facilities will be available for washing food utensils/equipment?

.....

What rubbish and waste-water disposal facilities will be available?

.....

What first aid equipment is available at stall (or elsewhere at site)?

.....

Will LPG be used at your stall? Yes/No

If "yes", Will fire safety equipment be available? Yes/No

TEMPERATURE CONTROL

How will you ensure cold food is kept cold (1°C – 4 °C)?

How will you ensure hot food is kept hot (above 60°C)?.....

How will you check temperatures?.....

How will you ensure high risk food is cooked or reheated adequately (>75°C) ?

FOOD HANDLING

How will food be transported to the site?

What food preparation will be done on site?

Will food be prepared anywhere else?:

How will food be stored at the site?

How will raw and ready to eat food be kept separate?.....

What protective clothing will food handlers be wearing?

Signed:

Dated:

_____	DATE: _____
ENVIRONMENTAL HEALTH OFFICER	
Approved / not approved	
Approval reference	/ /