



# Warkworth 156<sup>th</sup> A&P Lifestyle Show

16<sup>th</sup> March 2024

## TRADE APPLICATION FORM

Trading Name & Company Name (if different)			
Postal Address Including Post Code			
Phone Number			
Mobile Number			
Email			
Contact Person			
Exhibit Details (These help to determine best location. Food exhibitors to include list of intended sale items) <b>Please note dimensions are maximums and do NOT allow for tent guy ropes/vehicles to extend beyond allocated space. If in doubt, book extra!</b>			
Power required or own generator?			
Food vendor's Licence Number			
<b>Each site purchase includes 2 entry passes</b>	<b>Price</b>	<b>Qty</b>	<b>Amount \$</b>
Mobile <b>FOOD</b> Stand requires 6m <b>minimum</b>	6m @ \$150 + GST = \$172.50		
Single site - 4 metre frontage x 8m deep.	4m @ \$125 + GST = \$143.75		
Double site – 8 metre frontage	8m @ \$250 + GST = \$287.50		
Triple site – 12 metre frontage	12m @ \$375 + GST = \$431.25		
Additional metres frontage	@ \$30 + GST = \$34.50		
<b>MARKET</b> Site (no power available)	3m x 3m @ \$50 + GST = \$57.50		
<b>SERVICE BUSINESS</b> Site (no power available)	3m x 3m @ \$50 + GST = \$57.50		
<b>Power per 10 amp</b> (optional)	\$40 + GST = \$46		
Additional Gate Tickets (optional)	\$10 including GST		
Membership to A&P Society (optional)	\$30 including GST (incl family pass to show)		
<b>(Warkworth A&amp;P Society - GST No 52-212-456) Total including GST</b>			

Signed:

Your signature on the application form denotes acceptance of the Rules and Regulations of the Warkworth A&P Show Society.

Internet Banking Account: 06-0483-0098021-00
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**Trade Steward:** Carl King                      **Mobile:** 021 796 774  
**Secretary/Treasurer:** Karen Black        **Mobile :** 021-310 903  
**Phone:** Warkworth A&P Society 09 422-2052  
**Email:** [trade@warkworthshow.co.nz](mailto:trade@warkworthshow.co.nz)

## EXHIBITORS INFORMATION

The Warkworth A&P Lifestyle Show continues to be a successful and enjoyable event attracting some five thousand visitors. There is high demand for the limited number of Sites available so forms should be submitted promptly to secure a Site.

### TERMS & CONDITIONS

All exhibitors must comply with the Show rules and Health and Safety Requirements as detailed in this form. All instructions given by Show Officials must be adhered to.

### SETUP AND SECURITY

Exhibitors may setup their sites on Friday 15<sup>th</sup> March up to 7pm and on Show Day from 6.30am until 8.30am. There will be security overnight Friday, but no responsibility is attached hereto. The Trade Site Stewards will direct exhibitors to their allocated site. Exhibitors' vehicles must be fully confined within their site or else parked in the main car-park. Pack down on Show Day is from 4pm.

### FOOD STALLS

Exhibitors wishing to sell food must submit a list of the intended sale items for approval. ***A copy of the Food Safety Certificate and Vendor Licence must be sent in with the entry form.***

### POWER

Power can be supplied to sites for an additional flat rate fee. Exhibitors must provide an estimate of their peak power usage to ensure their requirements can be met. **Please note only single-phase power points are available up to 10amps only per site. If you require 3 phase power, you MUST supply your own generator and advise accordingly when making a site booking. Exhaust fumes and noise must not interfere with other neighbouring stall holders. Exhaust fumes must be directed skyward.**

### GATE PASSES

Exhibitors will automatically be entitled to two passes for each site entry, although this may be increased for multi-site bookings on application.

### MEMBERSHIP SUBSCRIPTION

Membership to the Association for 2024 is \$30. Members receive a family pass (for two adults and two children).

### DOGS AND PETS

Dogs are not recommended (*but are allowed on the grounds under control and on a lead*).

## EXHIBITORS HEALTH & SAFETY REQUIREMENTS & GUIDELINES

The Warkworth A&P Society is committed to the protection of people from accidental injury or damage whilst they are on the Society's grounds.

The Warkworth A&P Society will not be responsible for any accident, loss or damage that may be caused to or suffered by an exhibit, or which may be caused directly by any other exhibit, notwithstanding any alleged negligence on the part of any officer or servant of the Society, and it shall be a condition of entry that each exhibitor shall hold the Society indemnified against any claim in respect of any such accident, loss or damage caused by any exhibit of such exhibitors. All exhibitors are asked to comply with the Health and Safety in Employment Act 1992, Health and Safety in Employment Amendment Act 2002, Hazardous Substances and New Organisms Act 1996.

By signing the application form declaration, exhibitors accept the conditions of entry and indemnify the Warkworth A&P Society under the provisions of the Health and Safety in Employment Act 1992 and any amendments since that date.

*The Society requests that all exhibitors abide by the following Health & Safety requirements whilst they are on the Society's Showgrounds.*

1. Work in conjunction with the Society to ensure potential hazards are eliminated for the protection of people from accidental injury or damage.
2. Electrical power cords, plugs and fittings must be covered or placed where they do not create a hazard for people and be away from water sources. Power cords must be certified by an electrician.
3. Guy wires and pegs must be placed where they do not create a hazard for people. Pegs must be covered **and within the boundary of their site limits.**
4. Please keep within your allocated site to allow access between your site and the neighbouring sites.
5. Have signs indicating access and exit routes for the exhibit and ensure access ways are clear and safe.
6. Implement a crowd control strategy and if necessary erect fencing to safely control movement of people.

#### **Additional Guidelines for Food Stalls and Mobile Units**

1. Have a fire extinguisher handy to cooking facilities and a fire/emergency procedure in place.
2. All cooking appliances must be safe to operate (especially gas equipment) and located away from show visitors.
3. Abide by Auckland Council Environmental Health Officer's requirements for food safety and hygiene.
4. All Food should be served using suitable tongs, scoops, clean gloves and serviettes. Clean protective clothing should be worn. There must be hand-washing facilities available.
5. Food Storage and Display Units should be temperature controlled and all food should be covered.
6. Ensure your site area is kept clean and tidy including your waste collection.

**There will be a compulsory safety briefing in front of the main stage at 8.45 am at which all exhibitors are asked to ensure the attendance of one staff member.**

**A full copy of the Society's Rules and the Health and Safety Rules is available from the Secretary on request.**