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 PO Box 86, ARMIDALE NSW 2350  
 ABN: 72 697 659 558

## Armidale Show Indoor Trade Space Application 2025

<b><u>Trading Name:</u></b>	
<b><u>Contact Name:</u></b>	
<b><u>Mobile:</u></b>	
<b><u>Email:</u></b>	
<b><u>Address:</u></b>	

<b><u>Do you have Public Liability Cover?</u></b>	<b>Yes</b>	<b>No</b>	(If yes, please provide your current Certificate of Currency)
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<b><u>Type of goods/products:</u></b>

<b><u>Display Type</u></b>			
<b>Van/Caravan/Trailer</b>		<b><u>Do you need :</u></b>	
<b>Tent/Marque</b>		<b>Power</b>	
<b>Open Display</b>		<b>Water:</b>	
<b>Machinery/Vehicle</b>			
<b>Not-For-Profit</b>			

<b><u>Site Frontage (\$20/m)</u></b>	Limited to 3m x 3m sites	
<b><u>Site charges:</u></b>	<u>Site Frontage</u>	
	\$30 (Administration Fees)	<b>\$ 30</b>
	\$40 per lead (Single Phase)	
	\$60 per lead (3 Phase Power)	
	<b><u>Total:</u></b>	

<b><u>Camping</u></b>			
<b><u>Site size/type</u></b>	<b><u>Non Powered Site</u></b>	<b><u>Powered Site</u></b>	<b><u>Number of Days</u></b>
Tent	\$5 per day	\$20 per day	
Small Vehicle	\$10 per day	\$25 per day	
Large Vehicle	\$15 per day	\$30 per day	
		<b><u>Total:</u></b>	

## Trade Conditions and Waiver

1. **Check-In:** Stallholders must report to the Secretary's Office upon arrival at the Showground.
2. **Insurance Requirements:**
  - a. **Public Liability:** All stallholders must hold a Public Liability Policy with a minimum cover of \$20M. A current Certificate of Currency must accompany your application
  - b. **Commercial Stallholders:** Defined as those with an ABN. They must have their own insurance policy with a minimum coverage of \$20M.
  - c. **Hobbyist Stallholders:** Defined as those without an ABN and earning under \$20,000 annually from their stall activities. These are covered by the Show Society's Public Liability Policy. Please complete the Hobbyist Stallholder Declaration if applicable.
3. **Deposit and Cancellation:** A 25% deposit is required with your application. This will be refunded if cancellation is notified by 5:00 PM on the Monday before the Show.
4. **Payment:** All accounts must be settled before the Friday of the Show.
5. **Site Management:**
  - a. Stallholders cannot assign or sublet their space without written consent from the Trade Steward. Site changes also require approval.
  - b. No digging or use of pegs/pickets without permission from the Trade Steward.
6. **Set-Up and Operating Hours:**
  - a. Sites must be assembled and operational by 10:00 AM Friday.
  - b. Operating hours are 2:00 PM – 7:00 PM Friday, and 10:00 AM – 7:00 PM Saturday. Traders may operate past these times but cannot dismantle before 7:00 PM without permission.
7. **Smoking Policy:** Smoking, including e-cigarettes and vapes, is prohibited indoors, in catering, public seating, and spectating areas, and is permitted only in designated areas. All traders must display 'No Smoking' signs and comply with the Smoke-free Environment Act 2000 and its 2016 Regulation.
8. **Exhibition Standards:** Trade exhibits must meet appropriate standards, avoiding offensive or dangerous displays. The use of microphones, machine demonstrations, and AV displays should not disrupt attendees.
9. **Banned Items:** The Show Society reserves the right to remove any sign or item deemed offensive or in violation of the Agricultural Societies Council's banned items list ([link](#)).
10. **Inspections:** An appointed Show Society delegate may inspect any trade exhibit at any time.
11. **Electrical Equipment:** All electrical equipment must have earth leakage circuit breakers and be inspected and tagged by a licensed contractor, in compliance with the Workplace Health and Safety Act 2011.
12. **Vehicle Access:** No vehicle access is allowed in pedestrian areas after 10:00 AM Friday and 9:00 AM Saturday. Arrange deliveries prior and notify suppliers of this restriction.
13. **Passes and Camping:**
  - a. Each trader receives two Gate Passes and one restricted vehicle pass; additional passes are available for purchase.
  - b. Camping fees are based on site type:
    - i. Tent: Portable shelters.
    - ii. Small Vehicle: Up to 18 feet.
    - iii. Large Vehicle: Over 18 feet.
14. **Vendor Diversity:** While efforts are made to minimize duplication of stalls with similar goods or services, exclusive sales rights are not provided.

**I, the undersigned agree to observe and abide by the rules, regulations, terms and conditions which are contained within these documents as set down by the Armidale and New England Show Society**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**BSB: 932000 Account: 635412 Account Name: Armidale & New England Show Society**