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| SITE BOOKLET |
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**KATHERINE AND DISTRICT SHOW SOCIETY Inc.**

**General Information**

**Katherine & District Show Society**

**Site Booklet 2019**

**Friday 19th & Saturday 20th July**

***Office Hours***

Normal Office Hours are:

Monday to Thursday 9.00am – 4pm

Closed on weekends

During the week prior to Show Day the office hours will be:

Sunday 10am - 2pm

Mon to Thurs 9.00am – 4pm

***Key Dates***

* **First round of site applications close:** 31st March. Limited sites are available after this date.

Only cancelled sites are available after 15th June.

* **Full payment is required by:**  15th June.
* **Collection of site & entry information:** Available during ‘Office Hours’ as above, from Sunday prior to the Show up until 4pm Thursday.
* **NO site set-up** is to occur prior to collection of site packs
* **Access to site:** Sunday to Thursday of Show week.
* **Security:** Commences the Tuesday prior to the show from 6pm and ceases Sunday morning.
* **Katherine Show Days:** Third (3rd) Friday in July & Saturday.  
  **Show Hours – BOTH DAYS**
  + Indoor Sites: Unlocked at 6am. Trading from 8am until 8pm.
  + Outdoor Sites: Trading 8am until 10pm.
* **Dismantling sites:**
  + Indoor Sites: Saturday 6pm - 8pm, Sunday 8am-12pm & Monday 8am-12pm. Further access by appointment only.
  + Outdoor Sites: Sunday and no later than 12pm Monday after show days.

***Safety Checks***

Checks will be carried out on sites by the following:

* Environmental Health Agency
* NT Work Safe
* Katherine Show Society or personnel appointed by us.

**Application Steps**

1. Read through this document thoroughly.
2. Fill in all sections of the site application form **pages 6-7**
3. Submit the signed application form with relevant **insurance** and if applicable **Food registration** along with **$100.00 non-refundable deposit (or full payment if applying after 31st March)** to secure site. Applications can be sent via email or post.
4. By the 15th of April you will be emailed a tax invoice for full payment due by **15th of June**. Full payment not received in time will mean the site will be resold.
5. Site packs & passes can be collected from the Katherine Show office from the Sunday prior to Show day. **No site information will be given out & no set-up is permitted, prior to collection** **of site pack.** Contractors employed to set up sites are given the relevant information.
6. Show passes are to be worn during Friday & Saturday.
7. Sites must be open for the duration of the times specified and cannot be dismantled until the allocated times. A refundable deposit is required to ensure your site is open & occupied for the times specified for Show Days (Friday & Saturday). If not manned for the entire time, your deposit will be forfeit. You can only trade within your allocated site space.

**Site Competition**

Each year Katherine & District Show Society holds a competition for site holders. There is no entry fee & the categories are ‘Best Commercial Display’, ‘Best Display by a Government Department’ & ‘Best Community Display’.

Judges look for Impact, Originality & Overall presentation when making their decisions.

**2018 Winners were:**

The Mick Malony Perpetual Trophy for **Best Commercial Display**was awarded to - One for Each Paw

**Best Display by a Government Department**was awarded to - Department of Correctional Services

The Cathy & Andrew Highet Trophy for **Best Community Display**was awarded to -  The Salvation Army

Katherine & District Show Society Rules & Regulations for Sites

***Site Allocation***

**Site holders must report to the Show Office prior to setting up site.**

**Booking of a specific site is not perpetual and must be applied for on the Site Holders Application Form. Acceptance and allocation shall remain at the discretion of the KDSS**

All sideshow operators and site holders must present a current insurance **Certificate of Currency**

**NT WorkSafe will visit the Showgrounds to inspect all sideshows and sites to ensure all safety standards are met.**

Allocation of site shall be granted on application for each new event confirmed by payment of booking deposit and acceptance by KDSS. KDSS reserves the right to limit the amount of frontage to ensure fair and proper distribution of sites.

*No site allocation may be transferred, altered, relocated, sublet, exceeded or intrude on another site without the written approval of the KDSS.*

The use and purpose stated in the application may not change without the approval of the KDSS. A full description of the goods sold is to be included with the application, no deviation from the type stated will be allowed.

The type of site or sales outlet is limited by the number of similar sites within the same event. KDSS reserves the right to limit the number of any one type of site. Applicants will be given priority in order of receipt of application.

Application for a site must be made on the KDSS application form. KDSS reserves the right to cancel or refuse any application at its own discretion. A deposit is required to reserve a site. Site holders and assistants are required to pay entrance fees.

All site holders are issued with 2 Free Site Passes per application.

Refunds: **The $100 deposit on the Site is non-refundable.**

Prior to 30th April – Written notice is required for full refund of bookings (except deposit). After 15th April until 15th June – Written notice is required for 50% refund of bookings (less deposit). From 16th June – No refund will be made for cancellation, except in extenuating circumstances. Sites may be reallocated and the full fee charged if a business does not occupy the site by the close of business on Thursday prior to the event.

***Sites***

*Ensure you include in your application any special requirements with regards to your site (i.e serves from the passenger side or back).*

Site holders may display trade lists, advertising and other materials only within their site boundary. **No person shall sell goods or services out of bounds of their display. Roving sales are NOT permitted.**

The use of loudspeakers, amplifying equipment or other excessively noisy equipment is prohibited during the show, except where permission has been granted and special arrangements made by the Secretary.

Site holders are to ensure their sites are kept in a clean and tidy condition at all times Costs of cleaning or removal of debris to restore the site to its original condition will be borne by the site holder. If you are likely to have a large quantity of debris or rubbish, prior arrangements can be made to have a skip placed near your site. At least one month’s advance notice is required.   
All employees or attendants are to be clean and tidy and conduct themselves in an orderly manner at all times.

Drinking of alcohol is prohibited while working on any site.

The Society reserves the right to cancel the contract and remove any site holder from the showgrounds if any games played on the Site are declared illegal by a member of the police force or if there is any other infringement by the site holder. In this case the site holder will be liable to forfeit all monies paid or payable in connection with the site.

Games of chance are strictly PROHIBITED: all games must be games of skill.

***Entry Passes***

Please ensure that you have purchased entry passes (and car passes) for all people required to be on site during Friday & Saturday (this includes your site builders) in addition to the 2 site passes included in the booking fee. Entry passes may be purchased at the time of making your site booking, on our website or at the gate on Show days.

***Commercial Opening & Closing Times***

Prior to Show Days.

Monday to Wednesday: Grounds will be accessible: Pavilions will open at 8:30am and close at 5:00 pm.

Thursday: Pavilions will open at 8:00am and close at 8:00pm.

**All site construction must be completed by 8:00pm on Thursday night. Site holders will not be permitted to erect sites on Show days.**

During Show Days.

Friday: Pavilions open at 6:00am   
Pavilions will open for trading at 8:00am and close at 8pm

Saturday: Pavilions will open at 8:00am and close at 8:00pm.

Packing up of sites in Pavilions may commence from 6:00 pm Saturday, no vehicle access until 10 pm Saturday evening by order KDSS and Site Manager.

After Show Days.

Dismantling of sites:

Saturday: 6.00 - 8:00pm Saturday night (indoor sites)

Sunday: Pavilions will open from 8:00 am to 12:00 pm (midday).

Monday: Pavilions will open at 8:30am and close at 12:00pm (midday).

Access out of hours for major sites may only be made by prior arrangement with KDSS. KDSS shall assess the requirements and reserves the right to refuse access. The cost of security arrangements for this purpose will be borne by the requesting site holder. No door may be left open without the presence of security personnel.

**Security**   
Security supervision commences the Tuesday before the event at 6:00pm and ceases on the following Sunday morning. All security arrangements before and after these times remain the responsibility of the site holder.

Insurance of items of value remains the responsibility of the site holder. KDSS takes no responsibility for loss or damage. It is recommended that no items of value are left unattended at any time.

**Sellable Goods**

**Site Holders wishing to sell raffle tickets or to collect donations may do so only with the approval of KDSS**. All sales must conform to the requirements of the Racing and Gaming and Licensing Commission. A copy of relevant permits must be provided. Roving photographers will not be permitted to charge the public any money. At the discretion of the KDSS, no article that creates a nuisance, annoyance, is dangerous, offensive or of an objectionable nature may be displayed, given away, sold or given as a prize.

**Prohibited articles include:**

Drug related goods including cocaine kits, bongs and other related articles

Explicit or lurid printed matter including T-Shirts, playing cards, pictures and posters

Fake cigarettes

Fireworks including crackers and skyrockets

Fuel type fire lighters (Zippo)

Horns and trumpets

Knives, swords, darts and other sharp objects (including Pen Knives)

Laser pointers

Metal or wooden martial arts devices, Nunchucks

Pressure pack snow and spray devices, Silly string, Stink bombs, Pressure Pack Fart Gas

Bouncing Beans

Water Bombs

Toy guns are acceptable, however, the following are **NOT**:

Ball bearing guns

Eight shot caps

Pellet guns

Pop downs (Throw downs)

Potato guns, Replica guns (bullet type), roll caps, Strip caps

Rubber Band Gun

Water pistols over 150mm.

Samurai Swords, English Swords and Fencing Swords are to be sold in Sealed Packages by Licensed Traders Only.

Any other projectile device deemed to be unsafe by the KDSS, security personnel or authorised persons

Any site holder who sells items of a prohibited nature or who refuses to remove them or any other objectionable article from sale will be asked to close their operation and leave the grounds immediately. KDSS reserves the right to refuse entry at future events.

All site holders selling Show Bags are to present a sample of each type of bag to the KDSS and Consumer Affairs officer on request. The contents shall be inspected by officers of Consumer Affairs and KDSS for compliance and suitability. Any items considered unsuitable must be removed from the bags and not sold on the grounds.

All site holders and staff must carry and display in clear view, identification that includes the person’s name, position and organisation. Persons failing to comply with this regulation will be refused entry to show grounds and not permitted to remove goods from that site.

Site holders must comply with all current Australian Standards that are relevant to the activity undertaken.

***Food & Drink Sites***

Food sites are available only at specific sites. The number of sites available shall be limited in number and in the type of goods sold.

Food Vendors will also need to meet the requirements for food handlers available from the <http://www.health.nt.gov.au/Environmental_Health/index.aspx> website.

It is the responsibility of the applicant to obtain the necessary Health Permit from the Environmental Health Officer, Ground Floor, O’Keefe House, Katherine Hospital. Telephone (08) 89739062, Fax (08) 89739063

**Only goods specified on the application form may be sold at the site.**

***Camping***

The Katherine showgrounds does NOT have a caravan park and all camping is limited. Space is available OUTSIDE the site area. Space in the site area must be BOOKED.

All Camping is strictly ***UNPOWERED*** and site holders using electricity for camping will be issued on the spot fines, have all their power blocked and/or be removed from the grounds. Campers can use gensets if they require power for camping.

All vehicles that enter the showgrounds are required to display a current car pass. One car pass is included with site pack. If more than 1 vehicle is on the grounds you MUST purchase additional passes.  
Additional car passes for standard vehicle is $5. A powered vehicle (catering van/cold transport etc) is $30.

Your site booking MUST include enough space for all vehicles. Car passes with registration numbers are to be displayed on the dashboard of the vehicle.

All campers are to have a site pass.

The grounds must be vacated by 12 noon on the Monday after the event.

Anyone found camping without having paid the Camping fees will be removed from the grounds.

***Dogs***

All dogs in the site holder’s area must be kept in an enclosure. Dogs which are loose or have been tied up but can still interfere with patrons/staff will be removed by the dog catcher at the owner’s expense.

***Grounds, fixtures & fittings***

No person shall break any ground surface without previous permission or cause damage or alteration to any building, structure, and fixture or fitting. The cost of repair to the original condition shall be borne by the person causing such damage.

No fixing holes may be drilled in any concrete floor or structure.

Liability from loss, non-delivery or damage caused to or by any site shall be the responsibility of the site holder. The cost of insurance shall be arranged by and borne by the site holder.

KDSS operates a smoke free environment. All areas are identified and marked according to the Tobacco Control Act 2002. Smoking is not permitted within any building or structure. Smoking is not permitted within 2 metres of any entrance or other access point. Smoking is not permitted within 3 metre of any external air conditioning plant. All enclosed areas must be smoke free and there are designated outdoor smoking areas. For more information, check the Government website at: [www.smokefree.gov](http://www.smokefree.gov) or the KDSS Smoking Management Plan available at the office.

***Electricity & Water Supply***

Applications for electricity must be made on the application form.

All electrical equipment used by the site holder shall comply with Australian Standards 3000, 3002 and any other standard that covers the equipment in use. All electrical equipment shall be safety checked and display test labels in compliance with the Work Health Act.

All leads from distribution boards must be protected against damage or tripping hazard. Protection shall comply with AS 3002. Trenching of roads is prohibited.

Double adaptors, power boards or any other form of increasing power availability will not be allowed at a point of supply. Only one power lead per outlet is permitted. This lead is to be rated at least 15 amp for single phase outlets and 20 or 32 amps for three phase outlets. Three phase outlets are not to be used to achieve single phase power unless a sub-board meeting the above regulations is used. 5 pin plugs must be used in three phase outlets. The use of the earth pin for neutral is strictly forbidden.

All electrical faults at distribution boards must be reported to the Show Office ASAP ph 0889721746

KDSS will notify site holders if their power requirements can be met and the cost to the site holder. In general, there is only one (1) outlet available per site. KDSS reserves the right to remove electrical supply from any site that is considered unsafe.

The cost of any excessive use of power and water for anything other than ordinary use may be charged for at the cost of provision. Arrangements for supply of excess requirements shall be made by the person requesting the supply by previous permission of KDSS.

The supply will be un-metered and a fixed charge will be rendered prior to allocation of sites.

Total load per single-phase outlet is not to exceed 15 amp or 2,400 watts. Sites exceeding this will be disconnected. Site holders must determine total loading of their site and book the required number of outlets.

KDSS will not be responsible for any loss due to failure of power supply.

Site holders requiring three phase power shall advise at time of site application. The total load per phase must be stated.

No site holder shall carry out or cause to be carried out by another person, any work or modification to a Distribution Board.

Site holders will be liable for the cost of any damage done to a distribution board caused by overloading or misuse.

Water supply is not guaranteed. Site holders requiring water connections shall advise and check availability. Hose and connectors to available outlets will not be provided.

***Fire Regulations***

All site holders must provide the prescribed level of fire protection for the type and use of their business. A minimum of one 2A30BE fire extinguisher is required where electrical appliances or LPG is used. 2A30BE = Dry Chemical Powder unit.

A maximum of two 9.2 kg LPG gas cylinders are allowed to be stored on site. Gas appliances and cylinders must conform to NT Worksafe requirements.

Site holders are required to comply with the Fire Brigade Act Part 2, section 13. All requirements and instructions of Northern Territory Fire and Emergency Services personnel must be complied with.

No fire hose or protective device shall be covered by any part of a display or structure. Tampering with fire protection devices is strictly prohibited. No fire reel hose shall be used for water supply, filling or hosing purposes.

***Vehicles***

Site holder vehicles will not be permitted to travel throughout the grounds during the Show on Friday and Saturday of the Show. Vehicle movements will be restricted to the following times:

Gates open at 6:00 am. Vehicle access is permitted between 6:00am and 7:00am. No vehicle may enter the grounds after 7:00am. All vehicles must be removed from the grounds by 8 am. **No exceptions to this rule.** After this time the gates will be locked. On Saturday night vehicle access will be granted after 10:00pm to allow for the breakdown of sites. Access for stocking, loading or unloading requires site or day pass.

Vehicles exceeding the size of the site booking will not be permitted to remain in the Show area. A separate parking area, outside of the site area, will be made available to site holders for this purpose.

All normal traffic and road rules apply within the show grounds. All drivers must possess a current driver’s licence suitable for the vehicle type. Driving infringements may be enforced by Police or other authorised persons. All vehicles must be registered and roadworthy.

All vehicles must be parked in prescribed areas allocated for the purpose.

All traffic must use the prescribed roadways within the Show grounds. No new roadways shall be created. No vehicle may obstruct a roadway or access passage.

**Any person not abiding by these rules will incur an on the spot fine of $500 cash only payable immediately.**

**Vehicle Release & Indemnity Agreement**

In exchange for being allowed to enter the show grounds with a motor vehicle you are agreeing to the following:

To waiver any and all claims that you may have against KDSS, their directors, officers, employees, agents and representatives.

To release KDSS from any and all liability for any loss, damage, injury or expense that you, or your next of kin, may suffer or incur as a result of your actions due to any cause whatsoever.

To hold harmless and indemnify KDSS from any and all liability for property damage, personal injury or death suffered by myself or by a third party as a result of (a) your use of the facilities and/or (b) your breach of the terms and conditions upon.

That this Site Booklet shall be effective and binding upon my heirs, next of kin, executors, administrators, ad assigns, in the event of my death;

To obey all warning signs and other notices posted within the facilities.

Carefully follow all instructions given by KDSS, their directors, officers, employees, agents and representatives.

To not drink alcohol or take drugs prohibited by law before or whilst your vehicle is within the show grounds.

Applicable to all contractors/associates engaged by site holders.

***Privacy Act Statement***

The KDSS uses the information provided by you pursuant to this Site Booklet for the primary purpose of processing, assessing and determining the occupancy of sites at the Katherine Showgrounds for the Katherine & District Show. Any information given pursuant to the documents lodged could be deemed personal information and accordingly is governed by the Privacy Legislation. Any information lodged with the KDSS will remain confidential at all times except for disclosure which you may have consented to or which is otherwise required by law. We may pass your information onto any Operational Service Providers or such other persons the KDSS deems helpful in enabling the successful applicant to adhere to the Katherine & District Show Society’s regulations and perform the Permitted Use. You may request access to your information and request that it be corrected at any time. If you wish to correct or request access to your information or elect to stop this information being passed on as stated above, please contact the Show Office.

***Disclaimer***

The KDSS makes every effort to ensure the information contained in this Commercial Site Prospectus is true and correct at the time of publication however some information may be incorrect or may have changed since publication. Information regarding Sponsors and/or other third parties and the respective pavilion names contained in this publication are subject to change or update without notice from time to time. The KDSS cannot guarantee and assumes no legal liability or responsibility for the accuracy, currency or completeness of the information.

**The decision of the KDSS Committee shall be final on any question arising on interpretation of the Rules, or on any matter provided by these Rules.**

**Information contained in this booklet is accurate at the time of publishing. KDSS reserves the right to change, amend or delete any or all information if deemed necessary.**

**Further procedures are available upon written request.**

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Schematic of the Showgrounds:

EFT Details:

*BSB*: 633000 (Bendigo Bank)

*Account*: 146779921

*Name:* Katherine and District Show Society

Payments must state your business name in the “reference” or they will not be accounted for.

**Emergency Contact Numbers**

**Katherine Show Office – 08 8972 1746**

**24 Hour Emergency Services – Police, Fire & Emergency Services - 000**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Date Rec’d: |  | Deposit Invoice #: |  | Final Invoice #: |  | Site # issued:: |  |
| Insurance Rec’d | 🞏 | | | Food Vendor Licence Rec’d 🞏 | | | |

**Application for a site at the 2019 Katherine Show**

\*Please print clearly & fill in ALL sections otherwise site allocation might not meet your requirements\*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| (Quote on all enquiries)  Business Name: | |  | | | Contact Name: | |
| Mobile # |  | | | | Business # | |
| Postal Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| Email Address for accounts:  **(Please Write Clearly)** | | | |  | | |
| Email Address for Site Queries (if different) | | | |  | | |
| Details of Products Sold: (Must relate to insurance outline) | | |  | | |  |
| If you are using an outside contractor to set up your site, state the name of the business: | | | | | |  |
| **A separate application form is required for each display.**  **Tick here if you want to have the same site as last year**  Complete the payment details and Declaration on the next page.  **Indoor Sites Tick here if you want to leave the indoor site allocation to KDSS**  Total Size required \_\_\_\_\_\_\_\_\_\_\_  **Standard (nominal 3m x 3m) Special**  **Write in Qty Required If required - insert Qty 1**  **Commercial** **\_\_\_\_\_\_\_\_\_\_** @ $440 If end site (with 2 walls) is required, please tick  **Stuart McDouall** **\_\_\_\_\_\_\_\_\_\_** @ $440 Kitchen Site\* **\_\_\_\_\_\_** @ $550  **Norforce** **\_\_\_\_\_\_\_\_\_\_** @ $440 Corner Site **\_\_\_\_\_\_** @ $550 (approx 5m x 3m)  Standard & Special sites in Norforce can be adjacent and booked as 1 display  **T&W Building** **\_\_\_\_\_\_\_\_\_\_** @ $440 Whole Building **\_\_\_\_\_\_** @ $1030  **Buntine Pavilion** **\_\_\_\_\_\_\_\_\_\_** @ $440 Prep Area **\_\_\_\_\_\_** @ $550  Larger sites are available in Buntine Pavilion – contact the office to discuss options  **TOTAL**  **$\_\_\_\_\_\_\_\_\_\_\_**  Extra power is not available for indoor sites.  \*Stuart McDouall kitchen has a wash-up area and stainless steel benches on all 4 sides. Suitable for food preparation and display. Cooking is NOT permitted. | | | | | | |
| **Outdoor Sites Tick here if you want to leave the outdoor site allocation to KDSS**  *Specify the size of the site you require in the ‘Total Area Required’*  **Preferred Location – please tick**  Main Road\* Showbag Alley (5m depth)\* Rodeo  Food Court Agriculture & Machinery Other (specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \*Main Road & Showbag Alley are only sold in blocks of 3m and as adjacent sites e.g 6m frontage is sold as 2 x 3m sites (please specify below how many sites you require)  All other sites have varying depths starting at 3m. If there are special considerations, write them in here or attach details:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Total Area Required TOTAL for SITE**  3m x 3m (Insert Qty) \_\_\_\_\_\_\_ @$270 6m x 6m @ $480 10m x 10m @ $580  20m x 10m @ $1030 Other size – please specify \_\_\_\_\_\_\_\_\_\_ **$\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | | |

2 x Exhibitor Passes and 1 x car pass are issued to each site holder. **Additional passes** (day passes, Advantage passes and car passes) should be **purchased online** by going to our website.

**Power Requirements**

**Standard 240V Power is available in most areas for coffee making, fans and similar low-amperage items.**

Food Vendors are required to pay an additional $50 per site to cover higher power and water usage and waste management.

**Tick here if you require standard power**

If you require additional power, state your requirements (note - there is an additional charge)

* Additional 240V (15amp) outlets - Number of outlets required: \_\_\_\_\_\_ @ $15
* 1 x 3phase outlet (Only 1 x 3phase outlet available per applicant) @ $30

If 3 phase is not available, will additional single phase outlets be suitable Yes / No How many? \_\_\_\_\_\_

* Vehicle requiring power (240V only) i.e. food storage, etc. @ $30

*Note: Powered vehicle passes are different to car passes and are not interchangeable.*

*Camping vehicles must supply their own power.*

**TOTAL for EXTRA POWER $\_\_\_\_\_\_\_\_\_\_\_\_**

**Other Requirements**

**Tick here if you require water (No fittings or hoses are supplied)**

**State any other special requirements** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Application invalid if this form is not signed by owner/authorised representative**

* **I/We understand that without providing a current copy of our ‘Public Liability Insurance Cover’ and ‘Food Business Registration from our home state’ (Food Vendors only) the Katherine & District Show Society will be unable to accept an application for a site at the Show.**
* I/We have read through and agree to abide by the Katherine & District Show Society Rules & Regulations outlined in the Site Booklet.
* I/We acknowledge that site sizes will be allocated based on the size that I require. Vehicles not within the allotted space will be removed from the show grounds at my expense.
* Katherine and District Show Society will be unable to process applications without a $100 non-refundable deposit to reserve a site for the Show (or full payment if applying after 15th of April). Full payment must be made by 15th of June or site will be re-sold.
* I/We understand that no camping is permitted in the trading areas, except where it is part of the site arrangement.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_

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| **TOTAL COSTS** |  |
| Site Costs (Indoor or Outdoor Site as above) | $ |
| Food Vendors Surcharge if applicable $50 | $ |
| Extra Power (as above and by approval with KDSS) | $ |
| Administration Fee (non-refundable) | $100.00 |
| **BOND** **– Fully refundable IF you remain trading on the grounds beyond 6pm on (Saturday 20/7/2019). Otherwise you forfeit your bond.**  **For sites up to 20m the Bond is $250, For sites 20m & over the Bond is $500** | $ |
| **Total Due** | $ |
| 1.5% surcharge for *Mastercard* or *Visa* | $ |
| **Total Payable** | **$** |

**Mastercard or Visa Details OR Payment made by EFT (BSB 633000 A/C 146779921)**

Card No \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_ **Amount $\_\_\_\_\_\_\_\_\_\_\_\_\_**

Expiry \_\_\_\_\_\_/\_\_\_\_\_\_ CCV \_\_\_\_\_\_ Is this a **DEPOSIT** or **FULL PAYMENT**?

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