

DALGETY SHOW SOCIETY INC

ABN 27 972 875 427

President: Julie Hedger Ph: 02 6456 6763

Secretary: Natalee Freebody Reid Ph: 02 64563440

All correspondence to: PO Box 141 Berridale NSW 2628

Dear Stall Holder,

The 2017 Dalgety Show is being held on Sunday 5th March 2017 and a limited number of sites are available for stall holders – we can't wait! We would love to have you represented there, so here is some useful information.

All standard sites are 3x3m, unpowered, uncovered sites. The cost per standard site for retailers is \$25. The cost per standard site for food/drink vendors is \$50. Please let us know if you have any requests on site size, the location of your stall, if you require power or any other site specific request. We will try to accommodate all requests, however these are not guaranteed. If you do not have any specific requests you will be allocated a standard site and this cannot be changed on the day. You also need to figure out how many sites you need if you have large equipment for example.

Stall holders are asked to be at the grounds between 6.30am and 7.45am on Sunday morning for unloading. Expect some delay getting to your site and please follow the directions of the Dalgety Show Steward volunteers. All vehicles must be removed by 7.45am due to the early starting events and the presence of their spectators (dog trials and horse events), and this will be enforced for safety. We anticipate you will be able to pack-up by approximately 4pm and there will be vehicle access for your departure after you have been advised by the groundsman, again for safety reasons.

It will also be possible for you to set up on Saturday afternoon between 3pm and 7pm by arrangement – please contact me to organise this. You will have to provide your own security if required however.

It is a requirement of the Royal Agricultural Society and the local regional Council that all users of showgrounds, including stall holders, must be insured for \$20 million public liability. We need a record of your policy, so please supply a copy of your Certificate of Currency with your booking form. Alternatively, you are very welcome to get cover under the Dalgety Show Society by completing the attached form and returning it with your booking.

All electrical equipment or leads must be tagged with current approval and this will be strictly enforced.

To make it easier on the day, stall site fees will be paid prior to show day – once we have received your booking form we will send you an invoice, and your site will be confirmed on receipt of payment. Possible costs include:

- Site fee (for each standard 3mx3m site it is \$25 for a general or retail site and \$50 for a food or drink vendor site - there is no charge for a community/charity site)
- Insurance fee if we do not receive a copy of your C of C with the booking (\$20). Even a photo of your policy from your phone attached with the booking form is fine, we just need to confirm it is current and for \$20M

On the day you will need to pay the show entry fee on arrival at the gate, but in 2017 there is
ONE FREE SHOW ENTRY PER STANDARD 3x3m SITE BOOKED.

Just a reminder about times:

- Vehicle access in: Saturday by arrangement 3pm-7pm OR Sunday 6.30am-7.45am
- Vehicle access out: Sunday after 4pm/notified by groundsman

If you have any further questions please do not hesitate to contact the Stall Holder Coordinator **Kate Heeley**
Phone 6456 4681 AH email: grounds@dalgetyshow.com.au

Dalgety Show Society Inc.....on the banks of the Snowy River Dalgety NSW

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STALL HOLDER BOOKING FORM – for Sunday 5th March 2017

Exhibitor Name.....ABN.....

Contact person.....

Email.....

Phone.Bus.....Mobile.....

Type of exhibit.....

If there is an opportunity, how would you like the announcer to describe your site?

.....

Please describe your specific **site** requirements including size, power, water etc. We cannot guarantee any site request but this will help in planning and the groundsman will contact you to discuss any difficulties with site requirements. **Standard sites are 3x3m unpowered sites with no cover and if no specific request is received this will be the allocated site – standard size retail site is \$25 per 3x3m and standard size food/beverage site is \$50. If you need more space than 9m² then please let us know.**

How many standard 3x3m site spaces do you need?

Do you need power? yes / no If so, do you need 10Amp (normal) or 15Amp

Other comments:.....

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INSURANCE: All stallholders need to provide a copy of a Certificate of Currency showing **\$20m** Public Liability or pay an additional \$20 fee to be covered under the Dalgety Show Society (see attached).

- I have \$20m Public Liability cover under my own public liability insurance and a copy of my Certificate of Currency is attached **OR**
- I have completed and attached the Dalgety Show Society insurance form

PLEASE NOTE THAT THE SITE FEE COVERS **ONE** FREE ENTRY INTO THE SHOW PER STANDARD SITE

Please return this booking form by email to Kate Heeley, Stall Holder Coordinator, **by Friday 3rd February, 2017**

grounds@dalgetyshow.com.au

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STALL HOLDER PUBLIC LIABILITY INSURANCE COVER – for Sunday 5th March 2017

DALGETY SHOW 2017

Exhibitor/Business

Name.....

Contact person.....

Type of exhibit.....

YES! I would like to be covered under the Dalgety Show Society for one-off
\$20million PUBLIC LIABILITY INSURANCE
only valid for the 2017 Dalgety Show on Sunday 5th March 2017
for the price of **\$20**,
which will be paid for at the same time as my site fee.

I understand that it is a Royal Agricultural Society requirement that I must have \$20million PUBLIC LIABILITY INSURANCE in order to have a stall at the Dalgety Show, and that I can either organise it myself or be covered under the Dalgety Show Society.