WARREN DISTRICT AGRICULTURAL SHOW

TRADE SPACE APPLICATION FORM

Friday 12th March 2027 (4pm – 9pm) and Saturday 13th March 2027 (9am – 4pm)

Please read the attached Conditions before completing the form.

Name of Exhibitor / Contact _____

Name of Organisation/Business _____

Postal Address _____

Contact Number _____

Email Address _____

Type / Description of Exhibit _____

Exhibiting on Friday

** Please note that parking of vehicles/trailers on the trade site must be included in your application. Ensure that your measurements include overall length of vehicles including tow-hitch, awnings, outside furniture or display and guy ropes.

	Number / Size **	**Cost**	**Total**
Machinery Lane. Bay size 5m frontage x 20m depth		$100 Per 5m bay	$
Market Area Bay size 3m frontage x 3m depth		$60 Per 3m bay	$
Commercial Food Bay size 3m frontage x 3m depth		$70 Per 3m bay	$
Community Groups Display – no trade		FREE(3m x 3m bay)	
Not for Profit Organisations		$20.00 Per 3m bay	$
Power 10 amp (limited numbers available)		$40 each	$
Power 15 amp (limited numbers available)		$50 each	$
Power 3 phase 5 pin (limited numbers available)		$150 each	$
Entry Passes: *Two complimentary entry tickets are issued with each application. As all staff need a ticket, discounted extra tickets can be purchased (up to a maximum of 4 extra tickets)*	Number (extra)	$10 each	$
Payment is not due with this application, an invoice will be issued upon approval.		**TOTAL**	$

Please attach all relevant paperwork including where applicable, copies of food stall licence, insurance certificates, electrical tagging and submit by post to:

Warren District Ag Society. PO Box 303 Manjimup WA 6258

or email scanned PDF's of ALL documents to: *trade@warrenagsociety.com.au*

Please sign below acknowledging acceptance of all the terms and conditions set out by the Warren District Agricultural Society in this Application for a Trade Space Form.

Signed:	Date:

WARREN DISTRICT AGRICULTURAL SHOW
TRADE TERMS AND CONDITIONS

SETUP TIMES AND REQUIREMENTS

- The Ag Show is at Rea Park Manjimup. Cnr of Collier and Johnson Street.
- Vehicle access is via Johnson Street.
- Site Fees are for Friday 12th and Saturday 13thMarch 2027.
- Show times are Friday 4pm to 9pm. Saturday 9am to 4pm.
- Please advise if you are attending on the Friday.
- At entry gate please identify yourself as a trader and proceed to the trade area where you will be directed to your allocated site. If there is no one on the gate, drive through and come to the demountable office located just inside the Collier Street gate.
- Each site is allocated two free entry passes which will cover you for both days. A Committee member will be around to check your trade site setup and issue you the wristbands.
- Wristbands provided for entry must be worn at all times whilst at the event.
- **Trade space must be set up before 3.45pm on Friday 12th March or between 6.00am and 8.45am on Saturday 13th of March** and any non-essential vehicles removed from trade area.
- Parking on site for additional vehicles to be approved by Chief Groundsmen.
- On Friday if there is no one at the vehicle gate on Johnson Street to direct you to your trade site, please report to the small demountable office that is near the Collier Street gate.
- You will need to be set up by 3.45pm on Friday before the gates are open to the public at 4pm.
- The vehicle gate on Johnson Street will be open from 6am on Saturday morning. You will be directed to your site and will need to be set up by 8.45pm as the gates open to the public at 9am.
- Stalls must remain in place and no vehicle traffic is allowed on the event grounds until 4pm on Saturday.
- Limited overnight camping is available on the grounds for exhibitors (Friday/Saturday night, toilets and shower facilities onsite). Please enquire to secretary@warrenagsociety.com.au for camping bookings.

TRADE SPACE

- Standard Stall sizes are 3mfrontage x 3m depth. Machinery Stall sizes are 5m frontage x 20m depth. Multiple sites may be booked Please consider your site requirements carefully as changes cannot be accepted on the day of the event. Please note that parking of vehicles/trailers on the trade site must be included in your application. Ensure that your measurements includes overall length of vehicles including tow-hitch, awnings, outside furniture or display and guy ropes.
- Any request for additional space will be subject to availability.
- The trade sites are all outside on grassy sandy ground.
- All Trade exhibitors are to supply their own marquees, tents, tables, trestles, chairs and lighting.
- All temporary structures (such as gazebos) **MUST** be adequately secured on all legs with weights. **No pegs are to be used.**
- All traders shall have a current Public Liability Policy. **You must submit a copy of your current Public Liability Insurance Policy or Certificate of Currency with your application.**
- The Warren District Agricultural Society reserves the right of refusal to any applicant and to change stall locations without notice.
- We will have security patrolling overnight on Friday, but you will be responsible for securing your site.
- The Warren District Agricultural Society will not accept any responsibility for the protection of exhibits, nor any loss or damage however caused.
- Stall fees will not be refunded should inclement weather or other factors beyond the control of the Warren District Agricultural Society Show Committee affect the event unless the event is cancelled.
- No refunds will be given for cancellations of bookings within 2 weeks (14 days) prior to show day. This is a smoke free event. Stall holders are requested not to smoke in or near their stalls.
- All sites to be cleaned and vacated by 12 noon Sunday 14th March 2027
- No dogs to be brought to the grounds. Service and blind assistance dogs and those taking part in entertainment, pets and dog jumps are exempt and must be always kept on a lease.

FOOD STALLS

- Food stall holders need to provide a current Certificate of Registration of a food business. Note: Licence inspections may be carried out by the Shire on the day. It is a requirement that food stalls display a menu and price list.
- We encourage the use of sustainable food packaging, serving trays, bowls, cups and utensils.
- We also encourage the use of local products and can assist with obtaining supplies.

WINERIES/CELLAR DOORS

- A copy of your current Liquor License & Responsible Service of Alcohol certificate must be submitted with your application.

POWERED SITES & ELECTRICAL CORD USAGE. FAILURE TO COMPLY WITH THESE CONDITIONS WILL PREVENT YOU FROM TRADING.

- Powered spaces are very limited and are allocated on a first in basis.
- It is the stall holder's responsibility to supply their own power cords to connect to the power supply.
- Any extension cords used must carry a valid test tag.

A VALIDATED TEST TAG MUST:

- Have been fitted by a suitably qualified person within the last **six** months.
- Be fitted with a tag.
- The tag must show the date that it was tested and the name of the person who tested it.
- Multi way outlets (power boards) must include a safety circuit breaker.
- All power cords in trafficable areas must be buried or covered by appropriate matting.
- The use of double adaptors is prohibited.
- Gensets are to be used only during trading hours.

PROHIBITED ITEMS

- Any item which may, by its use or operation, cause alarm or distress to any person or any animal.
- Balloons (gas filled), unless the balloon is fitted to a non-conductive and rigid rod or straw.
- Bow and arrows of any description.
- Knives of any description (excluding eating utensils).
- Guns, potato guns, cap guns and/or caps/cartridges for cap guns.
- Water pistols or projectiles.
- Celluloid toys – unless they comply with Health Department Regulations and a permit has been obtained. Permits must be available for inspection.
- Chemical sprays, Silly String, "stage door streamers" or other similar spray projected items including shaving cream, shaving foam and other similar items.
- Fireworks, smoking or vaping products.
- Kites, unless they are disassembled and packaged.
- Products with easily accessible button batteries.
- Laser light pointers and all forms of light pertaining to lasers.

TERMS AND CONDITIONS

- All applications are subject to the acceptance of all terms and conditions contained within this Trade Space form and will become legally binding upon acceptance by the Warren District Agricultural Society.