

## TRADE EXHIBITORS, conditions of entry

1. The Hamilton Sheepvention Committee reserves the right to reject any application.
2. **To retain previous site, applications must be received by the 26th May with payment.** All relevant forms must be completed with as much information as possible about the proposed exhibit. Full payment must be received prior to any allocation of trade sites.
3. All exhibitors are expected to trade from 8am - 5pm on Monday 7th August and 8am - 4.30pm on Tuesday 8th August.
4. The Exhibitor shall complete setting up by commencement of trade hours Monday.
5. The Exhibitor agrees that all display equipment remains on site until 5pm Tuesday 8th August.
6. The Exhibitor shall not, without applying for a site, short of paying the prescribed fee, permit any person other than the participant, its servants or agents to occupy any part of the site. Should this condition not be observed, the organiser may charge an additional or exercise any other of its rights under this agreement.
7. The Exhibitor shall not extend its display over the boundaries of the site.
8. The Sheepvention Committee will not be liable for loss, or damage to the Exhibitor's property while on the site.
9. The Exhibitor should hold public liability insurance cover of at least \$10 million indemnifying members of the public against accident while on the Exhibitor's site. This cover should also indemnify the public against injury occasioned by the Exhibitor's machinery either on their site or elsewhere on the field day site.
10. No public address systems are to be used apart from the official one
11. **Power is not available for heating purposes.**
12. All sites must be vacated by 5pm Thursday 10th August and left in a reasonable condition prior to departure, and all exhibitors are expected to co-operate in an effort to keep the display area in a clean condition or charges may apply.
13. If the Sheepvention Committee should find it necessary or expedient to cancel or postpone Hamilton Sheepvention 2017, the contract shall cease to operate upon notice to that effect, and the Sheepvention Committee shall not be liable for any compensation or refund to exhibitors, whether on the ground of loss of profits or otherwise or any refund of payment of any money paid by the Exhibitor in relation to this contract in respect of such cancellation or suspension.
14. The Sheepvention Committee reserves the right to cancel this contract and to retain any money paid in relation thereto if there is, in the opinion of the Events Manager, an infringement of any of the conditions and/or if the Exhibitor does not occupy the space at the commencement of and during the full period of the said field days. Such sites may be reallocated.
15. Woodchips will be charged at the fee prescribed on the trade application form. Unless in the opinion of the woodchip personnel the trade site in question is extremely wet or rough terrain not fees will be charged.
16. The Exhibitor shall not conduct or permit to be conducted on their allocated trade site, any competition, game or sale by auction, not approved in writing by the Sheepvention Committee.
17. **Exhibitors must, before digging any holes or driving any objects into the ground, ensure that there are no underground power cables, telephone cables or water pipes which could be damaged or cause injury to the Exhibitor or his staff. Contact the operations manager via the office for a site services map and further information prior to any grand work.** All damages caused by Exhibitors or their staff will be repaired at Exhibitor's expense.
18. If the Exhibitor, not less than four weeks prior to the commencement of Sheepvention, requests to cancel this Contract, the Sheepvention Committee may do so on the condition that a 20% of the total fees before agreement is non-refundable. If the Exhibitor cancels their site less than four weeks before the commencement of Sheepvention no refund will be provided.
19. All marquees must comply with fire service regulations and contain appropriate fire equipment.
20. No livestock to be brought onto the showgrounds for demonstration purposes without the consent of the Events Manager or without a current **National Animal Health Statement** completed and forwarded to the Sheepvention Office.
21. All food distributed to clients, or prospective clients (either sold or given away) on site, must comply with Health Regulations. **Where food is being prepared a suitable FIRE EXTINGUISHER must be present on the site.**
22. The Sheepvention Committee reserves the right to amend operating conditions as specified at any time and so regulate the use of machinery on static display sites which in their opinion produces excessive noise.
23. Exhibitors shall conform with the requirements of any Act of Parliament which may govern the erection of structures, the display and/or other products or goods of the exhibitors and the regulation by-laws and ordinances made under such Act.
24. New equipment only may be displayed for sale. Used equipment may be brought onto the ground to use in demonstrations with prior approval.
25. General Trade Sites are NOT allowed to sell or serve food without special permission. Exhibitors who wish to sell food must apply to operate a food site and pay the appropriate fee.
26. Exhibitors must comply with all conditions of entry and trade information regulations listed in the trade prospectus on page 11, and at [www.sheepvention.com](http://www.sheepvention.com). By applying for a trade site exhibitors understand that the aforementioned regulations information and conditions apply to them and their employees. Failure to do so may result in suspension from future participation.

# P & A Society

volunteers & staff will provide Exhibitors with prompt and courteous service.

The Hamilton Pastoral and Agricultural Society (P & A Society) is committed to providing high quality dynamic events. The P & A Society conducts Sheepvention.

P & A Society volunteers and staff will provide Exhibitors with prompt and courteous service. The expectation of the P & A Society is for Exhibitors to follow the outlined Exhibitors Code of Conduct.

- **CODE OF CONDUCT**

1. Be courteous during all dealings with staff and volunteers. No abusive or foul language will be tolerated.
2. Follow the direction of staff and volunteers, particularly in relation to parking and movement of vehicles.
3. Provide payment for all services and items requested and used prior to entering the Hamilton Showgrounds or using the service or item.
4. Provide correct information and refrain from deceptive conduct.

- **COMPLIANCE WITH RULES AND REGULATIONS**

Where an Exhibitor fails to comply with the conditions of entry, rules or regulations outlined in any P & A Society publication (including but not limited to schedules, guidebooks, prospectus, handbook, signage) the P & A Society may impose one or more of the following:

1. In competitive classes disqualification or removal of awards.
2. In non competitive classes i.e. trade exhibitors/sale exhibitors removal of site/pen allocation if the breach occurs prior to Sheepvention.
3. Removal from the Hamilton Showgrounds during Sheepvention.
4. Require immediate payment of any fees owing.
5. Non acceptance to Sheepvention and Hamilton P & A Society events in the future.

**Exhibitor sites will be subject to inspection/audit by Sheepvention OHS Management and may be subject to inspection by Work Safe Victoria and Energy Safe Victoria inspectors at any time prior to and during the event.**

TRADE EXHIBITORS' Code of Conduct



**HAMILTON  
PASTORAL &  
AGRICULTURAL  
SOCIETY INC.**

