



## HARVEY AGRICULTURAL SOCIETY (Inc.) (Affiliated with the Royal Agricultural Society of WA)

Website: [www.harveyshow.com.au](http://www.harveyshow.com.au)  
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Postal: PO Box 91, Harvey WA 6220

***These TERMS & CONDITIONS FOR TRADE SPACE APPLICANTS  
must be read and understood and the signed last page  
MUST ACCOMPANY your Application in order for it to be considered***

1. **DATES:** The 2024 Harvey Show will be held on Friday 26<sup>th</sup> April 5pm – 9pm and Saturday 27<sup>th</sup> April 9am – 5pm. Please indicate on your application if you are attending both days or Saturday only.
2. **SECURITY:** The Harvey Agricultural Society employs a security company to maintain a continuous presence on the showgrounds from Friday evening until gates reopen on Saturday at 6.30am.
3. **TRADING TIMES:** Friday 26<sup>th</sup> April 5pm - 9.00pm and Saturday 29<sup>th</sup> April 9am – 5pm.  
No vehicle movements will be permitted during trade times.
4. **ENTRY TO THE GROUNDS: No Booking shall be deemed granted until application is approved and paid in full by the indicated due date.**  
**Trade passes:** You will be provided one pass per \$50 remittance. Additional passes are \$10.00 each if required. Please ensure you order enough trade passes to cover all your staff.  
One (1) vehicle pass will be provided which **MUST** be shown to gain access to the show grounds. **NO PASS MEANS NO ACCESS.**
5. **FOOD VENDORS: *Must provide*** a current Certificate of Registered Food Business under Food Act 2008.  
**Wineries *must also provide*** a current Liquor Licence.  
Recyclable products are to be used where possible. All packaging to be low volume waste.
6. **INDOOR TRADE:**
  - Indoor Exhibitors may begin setting up any time after 9am Friday or 7am Saturday.
  - A minimum booking for frontage will be 3 metres.
  - Where requested a 240-volt power outlet will be supplied no more than 10m from the allocated spaces. Extension leads will not be supplied. Overload protected power boards are accepted.
  - Most of the available indoor trade spaces **DO NOT** have a backing wall. Exhibitors should expect a bare section of floor and are to provide their own backboards, props, tables/trestles, chairs and display aids.
  - Applicants are entitled to park **one** only vehicle inside the grounds and parking is to be on the bitumen area directly inside the Sir James Avenue entry gate (There is access to the hall for delivery and pick up).
  - Stall location is entirely at the discretion of the Chief Steward.
7. **OUTDOOR TRADE:**
  - Outdoor Exhibitors may begin setting up any time after 9am Friday or 6.30am on Saturday.
  - Outdoor sites are up to 10 metres deep, depending on the site locations.
  - If you are parking your vehicle on your site, please ensure all essential equipment, trailers and vehicles are included in your nominated metreage. Non-essential vehicles will be required to park in the designated bitumen area directly inside the Sir James Avenue entry gate.
  - Stall location is entirely at the discretion of the Indoor/Outdoor Chief Steward.

**GETTING HERE:**

The town of Harvey is located 1km west of the South West Highway, 140km south of Perth and 50km north of Bunbury., The show grounds / football oval / recreation centre is located at the western edge of the town center and can be approached via the main street, Uduc Road. The indoor trade hall is located in the north-west corner of the show grounds and is most easily accessed by taking Tom Latch Drive or Sir James Avenue, both on the north side of the grounds.

**PUBLIC LIABILITY RISK INSURANCE:**

All commercial exhibitors shall affect a Public Liability Risk Policy and shall include a photocopy or receipt for payment of premium with this completed application for trade space.

This policy shall be for a sum not less than \$10 million for all caterers, side shows and other entertainment including show bag retailers.

**PROHIBITED ITEMS: as per RASWA (2023)**

The sale, distribution or use is prohibited of:

- Any item – which may, by its use or operation, cause alarm or distress to any person or any animal.
- Explicit and hardcore t-shirts.
- Explicit DVD's, CD's magazines, books and videos.
- Smoking implements or paraphernalia, including imitation or electronic cigarettes, vaping instrument, bongos or drugs.
- Fuel type firelighters (Zippo).
- Balloons (gas filled) – unless the balloon is fitted to a non-conductive and rigid rod or straw.
- Bow and arrows of any description.
- Stun pens.
- Knives, swords of any description or any other sharp implements which could be construed as weapons.
- Metal and wooden martial arts nunchucks.
- Replica guns of any description, Cap Guns and caps/cartridges for cap guns.
- Water pistols or projectiles (water bombs or stink bombs).
- Celluloid Toys – unless they comply with Health Department Regulations and a permit has been obtained from the Department
- Chemical Sprays, Silly String – "stage door streamers" or other similar spray projecting materials including shaving cream, shaving foam, pepper sprays etc.
- Fireworks including sparklers.
- Kites – unless they are disassembled and packaged.
- Laser light/pointers and all forms pertaining to lasers.

If the Harvey Agricultural Society at its sole discretion considers that any item, good, article, publication or material being exhibited, sold, distributed, used or offered as a prize by an exhibitor is unsuitable, objectionable or offensive, that exhibitor must after a request from the Harvey Agricultural Society to do so, immediately remove all items, goods, articles, publications or materials of that type from the Showgrounds.

Items referring to alcohol abuse, drug use, violence or that are sexually explicit or suggestive in nature are not permitted.

**ACTIVITIES PROHIBITED:**

- Advertising "Blimps" – the flying, tethered or untethered advertising balloons or the other large inflatable devices is prohibited, unless prior written permission is received from the Society.
- Itinerant selling is prohibited. Exhibitors' activities must be contained within the confines of the exhibitors' stands.
- Raffles and Lotteries (C.1) The sale of raffle tickets and the distribution of free raffle tickets as a marketing promotion is NOT permitted on showgrounds.
- Exhibitors are prohibited from offering any goods or services for sale other than those indicated on this application form, conformation from and approved by the Society.
- Recyclable products are to be used where possible. All packaging to be low volume waste.
- NO food and/or beverages may be sold without special permission of this Society.

**ELECTRICAL SAFETY:**

- Applicants are responsible for electrical leads and all cords MUST comply with safety regulations.
- Exhibitors must ensure that all electrical work, on their sites is carried out by a licensed electrical contractor in compliance with Australian Standard AS3000 and AS3002.
- The use of double adaptors is not permitted.
- An opening of appropriate size is to be provided where stands are constructed in front of power and switchboards to provide access.
- Exhibitors must only use an extension cord on their sites which carries a valid test tag.

**A validated test tag must:**

- Have been tested by a competent person within the last six months.
- Be fitted with a tag.
- The tag must show:
  1. The date that it was tested.
  2. The name of the person who tested it.
- Multi way outlets (power boards) with overload protectors must be of an approved type.
- The use of radiators or heaters is prohibited.

**Cables:**

- Cables shall be of a standard insulated and sheathed type and flexible cords shall be heavy – duty sheathed type.
- Cables shall not be laid on the ground in areas accessible to the public. In all other situations Cables may be laid on the ground for short distances provided that suitable means of protection are provided.

**I have read and understood all the Terms and Conditions set out by the Harvey Agricultural Society on this Application for Trade Space form. Therefore, by signing below I agree to comply with all of the Terms/Conditions and take responsibility for notifying any workers/volunteers (paid/unpaid) of such terms/conditions.**

**Signed:**

\_\_\_\_\_

**Print Name:**

\_\_\_\_\_

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

**As the duly appointed representative of:**

\_\_\_\_\_  
*(print business / organisation name)*

**PLEASE NOTE:**

***This page is part of your Trade Space Application and along with all the necessary Certificates must be signed and returned in order for your application to be considered.***