

## TERMS AND CONDITIONS

**APPLICATIONS:** The Hawke's Bay A&P Society has the right to accept or decline any application. A deposit of 30% + GST must accompany an application. Sites will not be confirmed until this has been received.

**SITE ALLOCATION:** The Hawke's Bay A&P Society will allocate Trade space as per each Trade Application form. The Hawke's Bay A&P Society reserves the right to alter the site map at any time with regard to creating an improved, safe and clear layout for all trade exhibitors and public. Alterations to site placement or site size will be communicated to the site holder as soon as possible.

The 2017 site holder will retain first right of refusal until the 31 May 2018. **From 1 June all sites which have not been booked will be made available for sale.**

**SHOW HOURS:** Exhibitors are required to have their sites fully operational during the advertised opening hours of the Show.

**SET UP:** All site set up from Monday 15 October 2018. Or earlier by approval of the Event Co-ordinator. If you would like access to the Showgrounds prior to these dates, please discuss this with our Hawke's Bay Royal A&P Show team as approval is required.

**CAMPING:** Exhibitors who wish to camp on site during the show may do so upon application and subject to approval. Campers **must be self-contained** and set up in areas as detailed by Hawke's Bay Royal A&P Show management.

**POWER AND WATER:** Power supply is standard 10amp and 15amp. Limited 3phase may be available.

**Some sites do not have access to power**, please ensure you confirm your requirements upon booking your site. All Exhibitors who have booked power must bring with them, an outdoor extension lead up to 30metres long with a current safety tag.

All power requirements must be confirmed prior to 1 October. There is no guarantee after this date that power will be made available.

**TICKETS AND ENTRY:** Entry passes and vehicle access passes will be allocated prior to the Show and sent with your Trade Packs after 1 October 2018. You must have your site paid in full before your Trade Pack will be posted. We have ample trade car parking available and vehicle access is available to restock your site each morning prior to the Show opening.

**INSURANCE AND SECURITY:** The Society does not insure Exhibitor's property. The Society arranges night security from Tuesday 16 October through to Friday night, 19 October (5pm to 7am).

The Society will not be liable for loss or damage to the Exhibitor's property whilst it is on the Show site.

**HEALTH & SAFETY:** Exhibitors must comply with the current Health & Safety regulations - see [www.showgroundshb.co.nz](http://www.showgroundshb.co.nz)

All tent & marquee pegs must be covered as must other dangerous spikes, protruding objects. Any hazards within your site must be identified and removed / mitigated.

As an exhibitor at the Hawke's Bay Royal A&P Show, I acknowledge that it is the responsibility of myself, my staff and any appointed agents to take all necessary precautions to ensure the safety of the people and property within the allocated boundaries of the trade site allocated.

No vehicles are to be driven inside the Show venue during opening hours

**EXHIBITOR CANCELLATION AND REFUNDS:** Exhibitor cancellations must be made in writing, or email. These will be acknowledged by the Hawke's Bay A&P Society.

### THE FOLLOWING RULES WILL APPLY:

- Prior to 31st July 2018, 50% refund.
- Prior to 30th September 2018 25% refund.
- After 30th September 2018, no refund.

The Hawke's Bay A&P Society has the right to cancel this contract and to retain any monies paid in relation to this contract if the Exhibitor infringes any of the exhibiting conditions.

**DANGEROUS ITEMS:** Water pistols or any type of similar water filled products, Toy Guns, Flick Knives, Swords, Sling Shots and inflatables such as hammers, bats and the like are banned for reasons of public safety.

**ITEMS NOT FOR SALE:** Due to contracts in place no candyfloss, popcorn or Hot Dogs (on sticks) are to be sold within the Show venue.

**ANIMALS:** Dogs other than those in organised show activities are strictly prohibited on the Hawke's Bay Showgrounds.

For a full list of Terms and Conditions please refer to the Hawke's Bay Show website:  
[www.hawkesbayshow.co.nz](http://www.hawkesbayshow.co.nz)