THE CAIRNS AGRICULTURAL PASTORAL AND MINING ASSOCIATION WOULD LIKE TO THANK ITS 2019 SPONSORS FOR SUPPORTING PRIMARY AND LOCAL INDUSTRIES IN FAR NORTH QUEENSLAND.

PLATINUM

Queensland Government
Cairns Regional Council

GOLD

rex.
Regional Express
Cairns Taxis
Gordon Read Home Improvement Pty Ltd.
Showbag Warehouse

SILVER

Northern Express
Xplora East
Family under Mongolia
The Feed Shop
Platinum Electricians
Progig

BRONZE

Queensland Rural
Lollies
WILCLEAN
Centurion Cranes
Advanced Rural
Donna & Murray Moule

MEDIA

Cairns Sun
WIN
Southern Cross Ten
Cairns Post
cairness

4CA
Local News
TRIPLE 99.5
hit 103.5
PRESIDENT’S WELCOME

It is my sincere pleasure to welcome your registration of interest to participate in Australia’s largest regional show. For more than 115 years Cairns has provided an exceptional 3-day community experience in partnership with The State Government, The Cairns Regional Council, Sponsors, The Cairns Show Association Committee Members, Volunteers and Staff.

The Cairns Show 2019 was a huge success attracting over 70,000 people and The Cairns Show Association are working towards a bigger and better 2020. Last year’s Exhibitors enjoyed a successful 3 days and were delighted with better than expected results.

The Exhibitors Manual has been designed to convey important information regarding sites on offer in the Fred Moule Pavilion and all Outside Sites. It is imperative that all site holders read and understand the Terms and Conditions prior to signing the application to secure a site; particularly clauses regarding bonds, payment schedules, pricing and emergency exit plans.

To take advantage of our Early Bird rates, place a 50% deposit upon the submission of the application and pay the balance by 30th November 2019 to secure your site. Payment terms and conditions are stipulated in this 2020 Exhibitors Manual.

Inside stall holders are to comply with the hours of operation recorded in this Manual or risk losing their bond. Should Exhibitors and/or their staff leave their stall unattended during the hours of operation or not abide by the all the conditions stated in this Manual the bond will be forfeited. Site Steward to make the final decision.

We look forward to partnering with you again in the Cairns Show.

KEY DATES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications open to existing site holders</td>
<td>1 October 2019</td>
</tr>
<tr>
<td>Early bird discount booking due dates</td>
<td></td>
</tr>
<tr>
<td>· Application + 50% deposit</td>
<td>31 October 2019</td>
</tr>
<tr>
<td>· Final balance due</td>
<td>30 November 2019</td>
</tr>
<tr>
<td>Standard booking</td>
<td></td>
</tr>
<tr>
<td>· Application + 50% deposit</td>
<td>Within 7 days of tax invoice</td>
</tr>
<tr>
<td>· Final balance due</td>
<td>30 April 2020</td>
</tr>
<tr>
<td>Site applications open to general public</td>
<td>1 November 2019</td>
</tr>
<tr>
<td>All site fees due date</td>
<td>30 April 2020</td>
</tr>
<tr>
<td>Exhibitor site set-up</td>
<td>13-14 July 2020</td>
</tr>
<tr>
<td>Exhibitor site pack-down</td>
<td>18-20 July 2020</td>
</tr>
</tbody>
</table>
BOOKING INFORMATION

EARLY BIRD DISCOUNT
Guarantee the same site as 2019 by submitting your application and 50% deposit by 31st October 2020.

Full payment to be received by 30th November 2020.

STANDARD RATE BOOKING
Complete site application form online and 50% deposit (upon issue of a tax invoice) to apply for your site. Indicate your 3 preferred locations. If your site choice is not available, the sales team will contact you to discuss. To secure your site, balance of payment must be received by 30 April 2020.

LATE BOOKINGS
All site application received after 30 April 2019 must be accompanied by completed application and full payment to secure booking.

LATE PAYMENTS
Payment not received by the due date will authorise the Cairns Show Association to cancel the booking. The site holder will forfeit all payments in accordance with the Terms & Conditions (item 16) and the site will be let to another exhibitor.

BOND (FRED MOULE EXHIBITION CENTRE ONLY)
There is a $100 bond applicable to sites in the Fred Moule Pavilion. Bonds will be refunded to site holders provided the site is left in good condition and exhibitors trade as per the trading hours. Please note that bonds will no longer be rolled over to the next show period. Bonds will be refunded into your account and will need to be reinstated for the next show or event.

RETURNING STALL HOLDERS
All sites will be released after 31st October 2019, unless the site holder has paid the application deposit. Book early to ensure you secure your preferred site.

SITE CANCELLATION
Refer to item 16 in the terms and conditions.
OPERATING TIMES

During showtime you are required to have your site operational and manned by 9.00am until closing time. The Fred Moule Exhibition Centre will be open from 7.30am. Bonds will be forfeited if exhibitors of the sites are not manned during the operating times.

<table>
<thead>
<tr>
<th>Closing Time</th>
<th>Fred Moule</th>
<th>Outside</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday 15 July</td>
<td>9.00pm</td>
<td>10.00pm</td>
</tr>
<tr>
<td>Thursday 16 July</td>
<td>9.30pm</td>
<td>10.00pm</td>
</tr>
<tr>
<td>Friday 17 July</td>
<td>9.30pm</td>
<td>10.00pm</td>
</tr>
</tbody>
</table>

Fred Moule sites must be vacated by 9.30pm on Wednesday, 10.00pm on Thursday and 10.30pm on Friday, after which the building will be secured.

SET-UP

<table>
<thead>
<tr>
<th>Set-up Time</th>
<th>Fred Moule &amp; Outside</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday 13 July</td>
<td>9.00am - 5.00pm</td>
</tr>
<tr>
<td>Tuesday 14 July</td>
<td>9.00am - 9.00pm</td>
</tr>
</tbody>
</table>

Sites must be fully set-up no later than 9pm on Tuesday 14th July 2020. No vehicles allowed in Fred Moule Exhibition Centre to set-up or pack-down without prior arrangements from the Site Steward and/or Site Coordinator.

PACK-DOWN

<table>
<thead>
<tr>
<th>Pack-down Time</th>
<th>Fred Moule</th>
<th>Outside</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday 18 July</td>
<td>9.00am - 5.00pm</td>
<td>9.00am - 5.00pm</td>
</tr>
<tr>
<td>Sunday 19 July</td>
<td>Closed</td>
<td>9.00am - 5.00pm</td>
</tr>
<tr>
<td>Monday 20 July</td>
<td>9.00am - 5.00pm</td>
<td>9.00am - 5.00pm</td>
</tr>
</tbody>
</table>

Displays, sites or fixtures must not be dismantled, or goods / materials removed before 9.30pm on the final day of the Show. If sites are not manned until closure, the bond will be forfeited. The decision by the Pavilion Steward is final. The pink slip will be in operation again denoting forfeiture of the bond.

For exhibitors in the Fred Moule Exhibition Centre, please make sure that you have placed the number of required bump in or out passes on your site application to allow entry in and out for pack-down. Additional passes can be issued on Friday. Please see the Pavilion Steward.

Sites must be fully cleared by 5.00pm Monday 20 July 2020. This includes containers which must be removed off the grounds.
GENERAL INFORMATION

SPEED LIMIT ON THE SHOW GROUNDS
For the entire period of the show, set-up and pack-down, the vehicle speed limit on the grounds will be strictly no more than 10kph.

YOUTH CENTRE CAR PARK FOR SITE HOLDERS
Access is available through the Horticultural Pavilion building during open hours only. The number of car parks allocated for the use of site holders are limited. A maximum of two car park spaces can be pre-purchased per site. Car park requirements are to be requested upon application and paid for with site fees. Additional car park spaces may be allocated subject to availability.

DELIVERY OF STOCK DURING SHOWTIME
Delivery of stock during showtime, will be via Gate 4 at the Severin Street entrance. A charge of $10 (cash) entry bond fee per vehicle will apply. Deliveries will only be permitted prior to opening times and all vehicles from the grounds 8.45am. The bond will be refunded upon a timely exit. Vehicles deliveries will not be allowed after 8.30am.

Please advise all delivery drivers of the bond requirements and ensure they have access to accurate information regarding entry points and delivery deadlines.
LOADING AND UNLOADING

Vehicles may only be parked near a site to unload for a maximum of 20 minutes. Should additional time be required to complete a site set-up, you may park your vehicle on the track on the main arena. Entry is via gate 1 or 2 of the main arena (see map on the next page). All other gates are nominated as pedestrian gates only. Vehicles are not to be left unmanned on site without leaving mobile contact details, clearly displayed on the dashboard. If you leave your vehicle unattended, without displaying your contact number, your car will be towed away. Vehicles blocking doorways, entry areas or impacting on the deliveries of other site holder will also be towed away.

BOUNDARIES OF SITES

Each site has a boundary which must not be exceeded. If site holders exceed their site boundaries, they will be asked to rectify the situation or be liable for charges relevant to the rent of a larger site. The boundary rules and regulations apply to the Cairns show grounds outside site holders and Fred Moule Exhibition Centre exhibitors. Please note that site dimensions are nominal and to centre of partitions.

FIRE REGULATIONS

The installation of any fuel burning appliance using either liquid or solid fuel shall conform to the regulations available from the Authorities. The use of LPG gas for cooking or demonstrations shall comply with regulations available from the Authorities. Fire extinguishers and hose reels are located in strategic locations around the Fred Moule Exhibition Centre and the Show Grounds.
SCOTT ST ENTRANCE BY AUTHORISATION ONLY
INCLUSIONS
The following items are included in your site cost:
· Wall partitions 2.4 metres high (as required)
· Carpet tiles
· Fascia board, signage and lighting
· 1 x 10 amp power point (wired)

Charges will apply should changes be required during set-up to either partitions or fascias that have not been noted on the site application.

The Fred Moule Exhibition Centre is fitted with forced air ventilation cooling system to make your exhibiting more pleasant.

EXHIBITOR’S ONE DAY PASSES

<table>
<thead>
<tr>
<th>Fred Moule Exhibition Centre</th>
<th>Complimentary One Day Passes</th>
</tr>
</thead>
<tbody>
<tr>
<td>$600 - $2,000</td>
<td>6</td>
</tr>
<tr>
<td>$2,001 - $4,000</td>
<td>9</td>
</tr>
<tr>
<td>$4,001 - $6000</td>
<td>12</td>
</tr>
</tbody>
</table>

ADDITIONAL WORKERS PASSES
Additional one day passes must be purchased by the site holder for working staff at $15 each. The Cairns Show Association reserves the right to limit these. Purchase of more than 10 workers passes must be accompanied with a copy of the staff roster. Volunteers and staff must work a minimum of 4 hours to qualify for an additional worker’s pass.

Workers passes must be ordered and paid for by Tuesday 14 July or full admission prices apply. Workers passes can be collected during business hours from Thursday 9th July until Tuesday 14th July from the Cairns Show Association administration office. Ticket collection will require identification by site holder or authorised person.

SITE STEWARD’S OFFICE - FRED MOULE EXHIBITION CENTRE
A Site Steward’s office is located at the southern end of the Fred Moule Exhibition Centre. The office will be open Tuesday to Friday from 9.00 am until closing time. If this office is unattended contact the Site Co-ordinator on 0429 496 805.
EXHIBITOR’S TEA ROOM
Fred Moule Exhibition Centre offers its exhibitors the use of a tea room located at the southern end of the building. It will be open Tuesday to Friday of show week.

SECURITY
The Fred Moule Exhibition Centre will be securely locked & patrolled outside opening hours as listed on page 5. If you require access when the Fred Moule Exhibition Centre is locked please contact security on 0404 922 605. Exhibitor identification will be required.

POWER
A four outlet power board with an overload facility (eg. Ring Grip or Kambrook) is allowable if more than one x 10 amp power point is required. All leads must be tested and tagged as state law requirement and be clear of the ground (must not impede the flow of pedestrians and vehicles). If requirements are different, our electrician must be aware of this to avoid an overload situation occurring. The Cairns Show Association disallows the use of double adaptors to prevent overloading of circuits.

BEST DRESSED EXHIBITION SITE COMPETITION
The best dressed exhibition site in the Fred Moule Exhibition Centre will win a complimentary standard site (3m x 2.4m) for 2021 as well as a wide format print package worth $500 which may include your choice of banners, posters and a-frames. The runner-up site will win a trophy. This competition is kindly sponsored by Inspired Signs and Underwood Party Hire.

2019 FRED MOULE EXHIBITION CENTRE BEST DRESSED WINNER
The calibre of sites exhibiting in Cairns Show 2019 were of very high quality and made the task of narrowing down to just 2 sites difficult. This years’ winner was Mercedes Gonzales Travel as decided by our judges, Paige Schofield and Rowena Peterson, 2019 Miss Cairns Show winner and runner up respectively.

Also congratulations to the first time exhibitor and local indigenous radio station Bumma Bippera Media 98.7FM who was the runner up site.
IN THE CASE OF EMERGENCY (IE FIRE, BOMB THREAT, ETC.)

1. Evacuation of the building will be announced by P.A. System in the Fred Moule Centre followed by a continuous alarm.
2. If you are operating a site in a quarter, ensure you know which exit is your closest. If evacuation has been announced, evacuate immediately and direct the public in your quarter to exit via the nearest access.
3. In the case of extreme danger, move to safety areas as per Map.
4. Await appropriate Authorities to give the all clear.
CAIRNS SHOWGROUNDS (OUTSIDE) SITES

INCLUSIONS
An outdoor space clearly marked perfect for vans, marquees / hoeckers and custom-built stands.

EXHIBITOR’S ONE DAY PASSES

<table>
<thead>
<tr>
<th>Outside Showgrounds</th>
<th>Complimentary One Day Passes</th>
</tr>
</thead>
<tbody>
<tr>
<td>$600 - $2,000</td>
<td>6</td>
</tr>
<tr>
<td>$2,001 - $4,000</td>
<td>9</td>
</tr>
<tr>
<td>$4,001 - $6000</td>
<td>12</td>
</tr>
</tbody>
</table>

ADDITIONAL WORK PASSES
Additional one day passes must be purchased by the site holder for working staff at $15 each. The Cairns Show Association reserves the right to limit these. Purchase of more than 10 workers passes must be accompanied with a copy of the staff roster. Volunteers and staff must work a minimum of 4 hours to qualify for an additional worker’s pass.

Workers passes must be ordered by Tuesday 16 July or full admission prices apply. Workers passes can be collected during business hours from Thursday 11th July until Tuesday 16th July from the Cairns Show Association administration office. Ticket collection will require identification by site holder or authorised person.

SECURITY
After hours security is provided from Monday 13th July to the evening of Saturday 18th July. If you require access when the show grounds gate is locked please contact security on 0404 922 605. Exhibitor identification will be required.

POWER
Most Cairns Show Ground sites may not have any power as there are only a limited number of areas that have access to power. If this is the case be prepared to organise your own generators. Also outside vendors need to consider appropriate lighting for the evening trading.
FOOD VENDORS
All food vehicles/sites etc, must have a current “Food Business Licence” certificate. All food sites producing grease must supply their own grease trap, which must be accessible for a daily pump out. A sullage surcharge applies.

Waste from grease and oil arrestors, other than treated effluent from approved installations (section 13.2 Cairns Regional Council - Water and Waste, Trade Management Plan), shall not be disposed of to the sewerage system. Such wastes shall be disposed of in a manner and/or at a site approved in accordance with requirements of the Environmental Protection Act and the Environmental Protection Regulation 1998 and operated in accordance with the requirements of the Environmental Protection (Waste Management) Regulation 2000.

ILLEGAL DISPOSAL OF COOKING OIL AND OTHER WASTE—FINES APPLICABLE
It has come to our attention that some food vendors are negligible in the manner in which they dispose of cooking oils and other waste. The Cairns Regional Council inspectors will be on site and will issue on the spot fines. Cairns Regional Council have imposed fines of up to $10,000 in 2019.
CAIRNS SHOWGROUNDS (OUTSIDE) SITE PLAN

- $20-$350/m Frontage
  - Balloons, Hats, Jewellery, Novelties, Showbags, Tattoos, Marketing, etc.

- $110-$210/m Frontage
  - Garages, Machinery, Pools, Boats, Campers, Cars, etc.

- $220-$350/m Frontage
  - Balloons, Hats, Jewellery, Novelties, Showbags, Tattoos, Marketing, etc., Food vendors

Price on application

Food vendors
IN THE CASE OF EMERGENCY (IE FIRE, STRUCTURAL COLLAPSE, BOMB THREAT, ETC.)

1. The Chief Steward of that area or Security should be informed immediately.
2. If such Person is not located then call the Cairns Show Office on 4042 6699 or send a runner
3. Identify which area you are in.
4. If evacuation is necessary, proceed to the nearest emergency exit & inform public to move with you in an orderly manner.
5. Await appropriate Authorities to give the all clear.
SAFETY AND COMPLIANCE

ELECTRICIAN ON SITE
Platinum Electrics is the nominated Cairns Show electrician and will be available on Monday 15th July and Tuesday 16th July to tag and test your electric appliances and electrical cords for a nominal fee. Platinum Electrics can be contacted on 0419 899 995.

ELECTRICAL USAGE FROM POINT OF SUPPLY
The Cairns Show Association requests that all exhibitors, operators of show amusements, show sites or commercial activities use electrical safety switches to be plugged in at all times at the ‘point of supply’.

Under the Electrical Safety Act 2002 it is compulsory to use electrical safety switches at the point of supply and leads must be tested and tagged at the site holders expense. Everyone must comply with the following:

- Electrical safety switch at ‘point of supply’
- Tagged and tested electrical leads and
- No double adaptors or piggy back leads to be used at all

At all times electrical leads must not impede the flow of pedestrians and vehicles. Leads will be checked at the Cairns Show.

GAS CYLINDERS IN PUBLIC LOCATIONS:
Where a cylinder exceeding 12litres capacity is permanently installed on the showgrounds, the following requirements shall apply:

- the cylinder and any associated regulator shall be enclosed in a lockable cage or cabinet ventilated top and bottom;
- the cylinder valves and regulator shall be guarded by a covering metal hood, and the cylinder shall be protected against accidental dislodgement and
- The connecting piping shall be arranged so that it is not vulnerable to accidental impact or tampering.

FOOD LICENCE AND GAS SYSTEM COMPLIANCE CERTIFICATE FOR FOOD VENDORS
All food operators using LP gas for cooking, need to have been inspected by a gas work licence holder in the previous 12 months and have a ‘gas system compliance certificate. In addition inspections by the Cairns Regional Council will occur prior and during the show for the appropriate food license and food handing compliance.

EXHIBITORS CAMPING
Campers must not contaminate waterways, roadside gutters, stormwater drainage as per the Environmental Protection Act 1994. Laundry wastewater may be discharged to ground provided the lines are appropriately covered with a filter socks measuring 50-100 micon. Feet socks and stockings are not appropriate methods. These socks must be securely attached to ensure no seepage. Filter socks can be purchased from the Cairns Show office for $5 each. A full list of prescribed contaminants is listed here - https://www.cairns.qld.gov.au/__data/assets/pdf_file/0004/7258/PrescribedContaminantsTable.pdf. For compliance, your details will be passed on to the Cairns Regional Council. EPA Inspectors will be on site and fines will be issued for those who are not compliant.
TERMS AND CONDITIONS

Our agreement with you is made up of your application, these terms and conditions, the application for site space, relevant correspondence and the exhibitors manual. As such the conditions of occupancy shall be deemed to be the agreement between the “Cairns Show Association” and “The Exhibitor”, as they relate to your participation in The Cairns Show. Failure to comply with the undermentioned clauses will result in the cancellation of your site rental contract and forfeiture of fees paid.

1. STALL REGULATIONS:
All stalls must be constructed and maintained in accordance with the appropriate state and city departmental regulations. It is the responsibility of the applicant to see that all permits and inspections etc. have been obtained and carried out. Such certificates must be submitted to the Cairns Show Association.

a. Food sites
   All food vehicles/sites, must have a current “Food Business Licence” certificate. All food sites producing grease must supply their own grease trap, which must be accessible for a daily pump out. A sullage surcharge applies. Fines of $2,000 will be imposed on vendors not complying with regulations relating to correct disposal of cooking oil.

b. Camping
   There will be no camping at any building or any part of the Cairns Showgrounds under any circumstances, with the exception of the designated camping grounds. Offenders will be removed from the grounds and fines will imposed.

2. SUB-LETTING:
The allocated site is to be used only and solely for the purpose specified on the application and by the person or firm to whom it has been allocated. Sub-letting or on-selling of sites is not permitted under any circumstances.

3. FUNDRAISING / RAFFLES / GAMBLING:
Gambling, disposal of any article by lot or chance and sale of art union tickets is strictly prohibited except on those sites specifically allocated for that purpose. Exhibitors must not allow their areas, other than those specified, to be used for fundraising raffles even though the exhibitor may be sponsoring a charity.

4. SITE AND SELLING RESTRICTIONS:
The exhibitor must confine his/her business to the purpose accepted on the site application. No selling, canvassing, hawking or distributing of printed or other matters will be permitted outside the area allocated; penalties include closure of your site and forfeiting of fees paid.

The Cairns Show Association reserves the right to forbid the sale of any line for which specific application has not been made.

a. Showbags
   The selling of showbags of any description on any site is strictly limited to licensed showbag operators only.

b. Showbag, novelty and related toy retailers
   All showbag, novelty & related toy retailers are to comply with the “National
Guidelines on the Safety of Toys & Novelties in Showbags” and the Memorandum of understanding between Queensland Chamber of Agriculture Society (QCAS) and the Showman’s Guild of Australasia. In submitting your site application form you are agreeing to comply with these guidelines and agreement. The guideline is available from the Office of Fair Trading - Department of Employment, Economic Development and Innovation on the Queensland Government website - [www.fairtrading.qld.gov.au](http://www.fairtrading.qld.gov.au) and the agreement can be requested by contacting the show office.

c. Food

The selling of the following food lines are not permitted as they are exclusive Showmen’s Guild lines: fairy floss, dagwood dogs, waffles, doughnuts, toffee apples and snow cones.

d. General

The sale of the following items are not permitted as it is our view and aim to protect families at our show.

- Bomb Bags
- Bouncing Beans
- Drug related goods
  - (inc cocaine kits, bongs etc)
- Explicit and hardcore T-Shirts
- Cigarettes/Fake cigarettes
- Fireworks - crackers
- Fuel type lighters (Zippo)
- Horns and trumpets
- Knives (including pen knives), daggers and swords
- Laser pointers, lights, guns or similar distractive items
- Metal and wooden martial art nunchakus
- Novelties on sticks (Excluding Balloons)
- Offensive material
- Pressure pack snow
- Shang-hi, Sling Shots
- Silly string or similar item
- Stink bombs
- Water bombs
- Fire wallets
- Pressure pack fart gas or a similar item
- Playing cards with nude or lude images
- Toy guns with the following are unacceptable:
  - Ball bearing guns
  - Eight shot caps
  - Pellet guns
  - Pop downs (throw downs)
5. **SITE ALLOCATION RESTRICTIONS:**
No banners, flags or display stands must be outside the site boundary. No part of an exhibitor’s display material, tents, pegs, ropes, marquees or items for sale etc. to encroach on another site. All exhibitor staff must remain within their own site boundaries.

6. **ADVERTISING SIGNS:**
The display of approved advertising signs of any description is restricted to the area occupied by the exhibitor. No permanent signs to be erected.

7. **EXHIBITOR CONDUCT:**
The exhibitor and their staff are to conduct themselves in an orderly and respectful manner while they are on the showgrounds. Alcoholic beverages must not be consumed on sites by the site holder and/or workers. No smoking at any of the sites on the Showgrounds only in official designated smoking areas — Queensland Government fines apply.

8. **OFFENSIVE MATERIAL:**
The Secretary Manager or Executive Committee Members of the Cairns Show Association shall have the power to enter sites and remove any article, sign, picture or printed matter, which in their opinion may be a cause of offence to the public or the officials of the Cairns Show Association.

9. **DISPLAY FASTENINGS:**
Under no circumstances shall an exhibitor excavate, dig or place pegs in his area without first obtaining authority from the Cairns Show Association. Securing of floor coverings to floors is to be by tape. Nails, screws or bolt fasteners into concrete floors are not permitted. With permanent stalls, please advise the Cairns Show Association of any alterations you are intending to make.

10. **DISPLAY LAYOUT:**
The Cairns Show Association undertakes to rent the site and/or building thereupon in their present condition. All subsequent plumbing, carpentry and electrical requirements will be the responsibility of the exhibitor. Except for permanent stalls, erection of structures of a permanent nature are not permitted. All erections are to be temporary in nature and removed at the conclusion of the show.

11. **SOUND SYSTEMS:**
PA Systems, projectors, sound units etc must be governed so that their volume is not objectionable to other exhibitors or show patrons. The Cairns Show Assoc. is empowered to order objectionable systems disconnected on receipt of a legitimate complaint.

12. **ELECTRICAL:**
Please refer to Pages 10, 13 & 17.

13. **DOUBLE ADAPTORS:**
The Cairns Show Association disallows the use of double adaptors to prevent overloading of circuits. Four outlet power boards with an overload facility are allowable.

14. **RUBBISH DISPOSAL**
Site holders will be responsible for the cleanliness of their site for the entire duration and
conclusion of the show. No food, oil and other trade waste is to be discharged onto or left on the grounds.

15. SITE ALLOCATIONS:
The Cairns Show Association has the final word on site allocation. No further matters will be entered into. Sub-letting of any sites will not be allowed. A fine, penalty or ruling will be imposed for site holders in breach.

16. SITE CANCELLATION:
If the site holder cancels his/her site for any reason whatsoever, (such cancellation to be in writing addressed to Cairns Show Association), then a cancellation fee being a proportion of the prescribed fees and relative to commencement date of the show (as detailed below) shall be paid by the site holder to Cairns Show Association.

<table>
<thead>
<tr>
<th>Prior to 90 days</th>
<th>50% site fee non refundable</th>
</tr>
</thead>
<tbody>
<tr>
<td>89 - 60 days prior</td>
<td>75% site fee non refundable</td>
</tr>
<tr>
<td>59 - 1 day prior</td>
<td>100% site fee non refundable</td>
</tr>
</tbody>
</table>

17. SITE HOLDER INFORMATION:
It is implied that the Cairns Show Association can pass on your contact details. If you do not wish this to happen, please note this on the site application form in the Privacy Act Section.

18. LOSS OR DAMAGE:
The Cairns Show Association will not under any circumstances be held responsible for any loss of or damage to stock in trade, etc. or any part thereof of any site holder or exhibitor from any cause whatsoever.

19. INDEMNITY:
The Cairns Show Association will not be responsible for any accident, incident or injury which may be caused through or by the site holder, or which may happen in connection with his/her business. The site holder shall indemnify the Cairns Show Association against any legal proceedings arising from such accident, incident or injury.

20. PUBLIC LIABILITY - CERTIFICATE OF CURRENCY:
A copy of the current public liability policy held by each trader or site holder must be supplied with a cover of a minimum of $10 million. Without a certificate of currency, the Cairns Show Association will reject access to site holders at its absolute discretion.

21. WORKPLACE HEALTH & SAFETY REGULATIONS:
Written and signed assurance is required from you, that any temporary structures, vans, equipment etc. and any activity that takes place on or adjacent to your site, complies in all respects with current Workplace Health & Safety Legislation. This includes but is not limited to testing and tagging of all electrical equipment and fitting of earth leakage detection devices if equipment is not double insulated. You are also required to provide a written report of all accidents, injuries and/or dangerous occurrences immediately after.

22. ALTERATIONS:
The Cairns Show Association reserves the right to alter these terms and conditions at any time and without further reference to site holders.

23. **ROVING MASCOTS:**
The Cairns Show Association may allow a roving mascot providing a permit has been granted at the discretion of the Cairns Show Association. The mascot must only roam on the pedestrians’ pathways. Only site holders can apply for a roving mascot permit as part of their site application. A cost will be incurred and a permit number is required and must be displayed at the site.

24. **EXHIBITOR CAMPING:**
There will be no camping at any building or any part of the Cairns Showgrounds under any circumstances, with the exception of the designated camping grounds. Campers must not contaminate waterways, roadside gutters, stormwater drainage as per the Environmental Protection Act 1994 and must comply with all measures including installing appropriate filter socks that measure 50-100 micros. A full list of contaminants can be found on Cairns Regional Council’s website - Schedule 9 - Prescribed Contaminants Environmental Protection Act 1994. Exhibitor details will be forward to Council for compliance. **EPA Inspectors will be on site and fines will be issued for those who are not compliant.**

**SPONSORSHIP**
The Cairns Show has been showcasing the very best of Cairns for more than 115 years with emphasis on partnerships with local businesses, major industries, agricultural, pastoral, education and mining sectors. With a program designed for families, competitors and exhibitors we endeavor to include a plethora of agricultural, horticultural, creative activities, spectacular entertainment and the largest sideshow alley in Queensland. Each year we experience increasing demand for commercial and display sites which confirms our commitment to our clients and customers. Cairns Show continues to be a huge success story.

We encourage partnerships with the Cairns Show Association through sponsorship opportunities. We have a firm commitment to showcasing local businesses and services to 70,000 people over the 3 consecutive show days and will include our sponsors in many marketing activities over the 12-month period. We invite you to partner with the Cairns Show Association and be part of an exciting and growing community.

<table>
<thead>
<tr>
<th>Level</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum ‘In Kind’ Sponsorship</td>
<td>$30,000 and over</td>
</tr>
<tr>
<td>Platinum Corporate Sponsorship</td>
<td>$20,000 and over</td>
</tr>
<tr>
<td>Gold Corporate ‘In Kind’ Sponsor</td>
<td>$15,000 - $25,000</td>
</tr>
<tr>
<td>Gold Corporate Sponsor</td>
<td>$10,000 - $15,000</td>
</tr>
<tr>
<td>Silver ‘In Kind’ Sponsorship</td>
<td>$10,000 - $14,999</td>
</tr>
<tr>
<td>Silver Corporate Sponsorship</td>
<td>$5,000 - $9,999</td>
</tr>
<tr>
<td>Sponsorship Type</td>
<td>Amount</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Bronze Corporate Sponsorship</td>
<td>$1,500 - $4,999</td>
</tr>
<tr>
<td>Platinum Competition Sponsorship</td>
<td>$10,000 and over</td>
</tr>
<tr>
<td>Gold Competition Sponsorship</td>
<td>$5,000 - $9,999</td>
</tr>
<tr>
<td>Silver Competition Sponsorship</td>
<td>$3,000 - $4,999</td>
</tr>
<tr>
<td>Bronze Competition Sponsorship</td>
<td>$1,500 - $2,999</td>
</tr>
<tr>
<td>Top 100 Small Business Sponsorship</td>
<td>$650</td>
</tr>
<tr>
<td>Top 100 Small Business Competition Sponsorship</td>
<td>$650</td>
</tr>
</tbody>
</table>

For additional information on sponsorship opportunities please contact:
The Cairns Show Association Secretary / Manager
T: 07 4042 6610 | M: 0467 006 100 | E: secretary@cairns-show.com
CHECKLIST

☐ Complete all pages of the site application form online and clearly mark 3 sites or area preferences.
☐ Supply all appropriate paperwork including Public Liability certificate of currency with up to $10million cover and food license.
☐ Deposit and 50% site fee paid by 31 October 2019 to reserve site.
☐ Fully pay by 30 November to take advantage of early bird discount or balance paid by 30 April to secure site at standard rates.
☐ Bookings made after 30 April 2020 will require completed application, bond and 100% site fee paid by the time of booking to secure site.
☐ Car parking, additional workers passes ordered included with site application.
☐ Understood and accept terms and conditions of booking

For more information contact:

Cairns Show Association
Sites Coordinator
PO Box 811 Bungalow Queensland 4870
Telephone: 07 4042 6699 | Fax: 07 4031 3671
Email: sites@cairns-show.com | Website: www.cairnsshow.com.au