



# Food Site Application

**Jamestown Show Sunday 4<sup>th</sup> & Monday 5<sup>th</sup> October 2020**

*Thank you for applying for a food site at the 2020 Jamestown Show.*

## **This pack contains:**

- Application Form- This must be completed and sent to the secretary no later than 30/08/2020 to be considered for the 2020 Jamestown Show (Page 2 & 3)
- Application Checklist – Tasks must be completed prior to submission of your application – dates included in the application (Page 4)
- Terms & Conditions for Food/Trade sites (Page 5 & 6)
- General Information- To help you with the planning process (Page 7)
- List of Banned Items (Page 8)
- Temporary Food Site Permit (Page 9)
- Additional information for Temporary Food premises (Page 10- 13)

Photos of your products and stall are strongly encouraged.

For further information please contact the secretary on the details provided.

**Amy Hagger**

Secretary

PO BOX 188, Jamestown SA 5491

P 0418 795 525

E [secretary@jamestownshow.com.au](mailto:secretary@jamestownshow.com.au)

W [www.jamestownshow.com.au](http://www.jamestownshow.com.au)

F /Jamestownshow



## Application for food site– Jamestown Show 2020

PO BOX 188 Jamestown SA 5491

E secretary@jamestownshow.com.au

P 0418 795 525

Trade/Organisation Name:	ABN:
Contact Name:	Contact #:
Postal Address:	Post Code:
Email Address:	

Do you consent to this email being used as a contact method for correspondence and information regarding future Jamestown Show events? YES /NO

Description of goods to be displayed or sold at your site:

---



---



---

**SITES SELLING FOOD PRODUCTS MUST COMPLETE THE FOLLOWING FIELDS:**

Max # of food handlers at stall:	Food Business Notification (FBN) #:
----------------------------------	-------------------------------------

*\*If you do not have a Food Business Notification (FBN) number please fill out temporary food permit provided in this application and return with documents – Subject to council approval*

**Public Liability Insurance attached:** YES / NO (This is a compulsory requirement)

Description & size of tent, vehicle, caravan etc (personal accommodation) that you will have on site:

---

**(Please note:** You are required to supply your own power cords if power is required for either your site or camping purposes.)

**Payment:** An invoice will be sent to you upon acceptance of your application. Once the invoice is paid you will receive your passes and information pack as confirmation. We ask that this is paid at your earliest convenience and no later than 1 month prior to the show unless otherwise arranged.

All Prices are GST Inclusive				
		Cost	Quantity	Cost \$
Commercial Site		\$330		
Community Site	(Clubs, Not for profit organisations)	\$110		
Additional Site		\$220		
Additional charges				
Camping	Please contact	\$27.50		
Power (For site/camping – one available per site. Supply own cord.		\$ 55		
Power (community site only)		\$27.50		
Additional Day Passes (2 Included)	Per Day	\$12 (Adult)		
Advertising Show Book	1/8 Page Ad	\$55		
Administration Fee	Per application	\$10		\$10
Total Application Fee				\$



Power Requirements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Stall holders to provide own tables, trestles, extension cords etc
- The Show Society reserves the right to refuse sale of any item it deems unsuitable
- Raffles are not permitted
- The Show Society reserves the right to accept or refuse any trade space application

**Yes, I have read the terms and conditions from the Jamestown A, H & F Show Society Inc and accept the terms & conditions and agree to abide by them. I will ensure that all volunteers and staff under my direction are also made aware of this information. I/We accept all decisions made by the management committee and its delegates as final.**

Signed: \_\_\_\_\_

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



## Application Checklist – Jamestown Show 2020

- Complete all fields on the application form
- Email or Post your application form (pages 2 &3) to:  
  
Email: [secretary@jamestownshow.com.au](mailto:secretary@jamestownshow.com.au)  
  
ATTN: Secretary  
  
Jamestown Show  
  
PO BOX 188, Jamestown SA 5491
- We ask that the invoice be paid at your earliest convenience, no later than 1 month prior to the show
- Your passes and additional information packs will be posted once the full balance is paid. If the full balance is received after **15/09/20** pack will need to be collected by arrangement with the secretary. Failure to do this will require the trade site to pay for their entry at the show. **This will not be refunded to you.**
- Show opens at 10am on Sunday and 8 am Monday. It is recommended all sites are set up prior to official opening times.
- 2 weeks prior to the Show you will receive an email or text confirming your site number as confirmation of final payment and acceptance of your final application.
- Keep pages 4-8 for your reference
- Fill in Temporary Food Site Permit if required and return with application. Subject to Northern Areas Council Approval. Application will be submitted to the council on your behalf.

Should you have any questions- please contact the secretary on 0418 795 525



## Terms and Conditions of Trade/Food Site – Jamestown Show 2020

- Booking for trade space is secured on full payment which MUST be paid prior to the show
- A copy of Public Liability and Product Liability Insurance must accompany the Trade/Food Site Application- Please contact Secretary if you have any questions
- No refunds given unless negotiated with the committee 1 month prior to show
- Stall holders to provide own tables, trestles, extension cords etc
- The Show Society reserves the right to refuse sale of any item it deems unsuitable
  
- The Show Society reserves the right to accept or refuse any trade space application
- All Trade Site Applications received before 06/09/19 will receive wrist bands for entry via the post, which will admit 2 adults. Extra tickets may be purchased as per application form
- Trade Site Applications received after the 06/09/19 will need to organise to pick up wrist bands for entry prior to the show. If wrist bands are not picked up the trade site applicant will need to pay entry on the day and this will not be reimbursed. No exceptions will be made
- Wrist bands must be produced at the gate
- Traders must supply their own trestles, display equipment, water hoses, power leads and connections
- All powered items must be to Australian Standard including tagging. The Society will undertake checks
- Safety tagged extension cords with the name of the owner to be securely attached and joins to be in an approved waterproof cover
- Gas cylinders must be date compliant
- Hygiene must be adhered to when selling or offering food products for tasting
- Traders must adhere to the list of Banned & Prohibited items on the attached list
- Raffles will not be permitted unless approved by committee prior to event
- Shower facilities available. Note: Showers will be locked at 9 am Show morning
- Due to the high demand of power on show day, power cannot be guaranteed to your accommodation between 12noon and 8pm Sunday and 8am and 4pm Monday
- Outdoor traders should bring their own protection for inclement weather
- The Society reserves the right to accept or refuse any Trade Site Application



- Until payment is received site cannot be guaranteed
- The Society does not hold itself responsible for damages to stock, vehicles or persons from the Traders at the Jamestown Show
- Trade sites must comply with directions from committee members and ground stewards regarding allocation of sites and site safety
- Trade sites are responsible for their equipment, stock and other materials during the show including set up and pack up
- All decisions made by the committee and its delegates are to be considered as final
- Operators are responsible for their own safety and welfare and must take reasonable steps to keep themselves, employees, customers and anyone entering their site safe at all times
- The operator accepts all responsibility for and shall hold the committee indemnified against any death, personal injury, damage or loss to any person, persons or property howsoever arising and whether at or in consequence of the Show by reason of any act, omission or neglect of the Operator or arising out of the transport, installation, use the demonstration of any machinery, implement, apparatus, static display or stand AND the Operator hereby undertakes to faithfully conform with any regulations, by-laws or ordinances made under such Acts of Parliament or by any Government, Semi Government or Local Government Authority duly authorised to make regulations, by-laws or ordinances in connection herewith, and any such directions the Committee or its delegates may give
- The safety management plan is a compulsory document and must be completed by all trade site holders, a copy must be provided prior to trading – this will come in the information pack
- The committee takes no responsibility for any goods left unattended overnight at the trade site
- Operators must comply with Federal Council of Agricultural Societies list of banned items



## General Information

### ACCESS TO SITES

Trade site operators may have access to their site for set up from 12 pm on Saturday and 7:30am on Monday. Further Information will be emailed closer to the show included site allocation and any other additional details.

### ACCOMODATION

Camping at the Jamestown Show grounds is permitted as per application form. Alternatively, accommodation can be obtained locally. Please visit [www.visitjamestown.com.au](http://www.visitjamestown.com.au) for further information.

### CAR PARKING

Trade site operators are permitted to park at the Jamestown Show grounds for the duration of the show in the allocated areas.

### CLEAN UP

It is appreciated if all items and equipment used and displayed at Trade Sites is removed promptly after the conclusion of the show.

### GATE PASSES

Each Trade application includes 2 adult and 1 vehicle two-day gate passes. More are available for purchase as per application.

### INSURANCE

Liability insurance must be placed by all trade site operators for the entire event including set up and removal. A copy must be provided upon submission of application and is a requirement of approval.

### MEALS

Meals are available from food sites around the event.

### PETS

Pets of Trade site operators are permitted on the Jamestown Show grounds area, they must be appropriately restrained at all times. Pets of the general public are prohibited.

### POWER

Single Phase power is available to most sites and must be booked upon application. Power cords must be supplied by operator and must carry a current, valid test tag of compliance.

### PUBLIC SERVICES

St John Ambulance will be in attendance and on call at the Jamestown Show to provide emergency First Aid.

### SECURITY

Security patrols will be completed at regular intervals over the duration of the show and overnight. Please note it is up to stall holders to secure stock and belongings overnight. The committee takes no responsibility for loss or damage.

### SHOWERS/TOILETS

Showers can be found at the Football Club Change rooms. They will be locked for the duration of the show on Saturday and open Sunday Morning until 9am where they will again be locked for the duration of the show. Please see show map for toilets.

### PRIMARY CONTACTS

*Should a life threatening emergency occur please call 000.*

**Secretary:** Amy Hagger M 0418 795 525

Or alternatively ask the ground stewards at the event

# List of banned Items at the Jamestown Show



## LIST OF BANNED ITEMS AT AGRICULTURAL SHOWS

Drug Related Goods (including Cocaine Kits, Bonges etc)  
Explicit and Hard-core T-Shirts  
Fake Cigarettes  
Fireworks - Crackers  
Fuel Type Fire Lighters (Zippo)  
Horns and Trumpets  
Knives (including Pen Knives)  
(excluding appropriately packaged kitchenware sets)  
Laser Pointers  
Metal and wooden Martial Art Nunchakus  
Playing Cards (Nude or Lurid)  
Pressure Pack Snow  
Pressure Pack Fart Gas  
Silly String  
Stink Bombs  
Bouncing Beans  
Water Bombs  
Electric Hands

## Toy Guns are acceptable; however, the following are NOT:

Ball Bearing Guns  
Eight Shot Caps  
Pellet Guns  
Pop Downs (Throw Downs)  
Potato Guns (Bullet Type)  
Roll Caps  
Strip Caps  
Water Pistols over 150mm (6")