

# 2010 ALBANY AGRICULTURAL SHOW, TRADE AND INDUSTRY EXHIBITION

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### **INTRODUCTION:**

The forthcoming 2010 Show will be the 115<sup>th</sup> presented by the Society since its foundation 121 years ago in 1889. 2009 saw approximately 20500 people on the Show ground during the two days taking advantage of the opportunity to see all of the fine products and stock on display.

Entertainment is focused on encouraging a crowd at least equal to last year with a wide variety of performing artists.

Exhibition halls and the larger Trade Marquee will fill early with outdoor space once again continuing to expand to cater for the growing number of Trade exhibitors. Whilst the indoor layouts are finite the outdoor layout needs to be a little flexible to accommodate the variations in requirements and types of exhibits. In either case our **Early Bird** discounts are there to encourage early application and payment which in turn provides more time to design the optimum layout and the best Show experience for all concerned. Please take advantage of this opportunity and minimise your costs.

This years Show will once again be well publicised through local and state wide media with our popular regular monthly Showpage due to commence publication in August.

We hope you can see fit to join us at the Show this year.

The following information is provided in an endeavor to assist your decision and should your question not be addressed within, please feel free to telephone or email the Society for further assistance.

*Paul Higginson* – Secretary

### **ENQUIRIES TO:**

Show Secretary: Paul Higginson  
Voice: 0898414003  
Facsimile: 0898416548  
E-mail: [albanyag@omninet.net.au](mailto:albanyag@omninet.net.au)  
Website: [www.albanysshow.org.au](http://www.albanysshow.org.au)

### **SECRETARY'S OFFICE OPEN:**

9.00am to 12:30pm Monday to Friday - December to August  
and also  
1:30pm to 4:00pm - September to November  
8.00am to 5:00pm SHOW DAYS ONLY

## 2010 ALBANY AGRICULTURAL SHOW, TRADE AND INDUSTRY EXHIBITION

### VENUE:

The Albany Agricultural Show grounds are located at Centennial Oval, Lockyer Avenue Albany situated some 408 kilometres south of Perth along Albany Highway. On entering Albany, at the large roundabout, exit to North Road. Travel along North Road to the next roundabout at Lockyer Avenue and turn right. The show grounds are directly on your left. You can type 156 Lockyer Avenue, Albany WA into Google Earth for a clear picture of the site.

### DATES and TIMES:

Friday 12<sup>th</sup> November 2010: 9:00am – 9:00pm  
(Exhibits are required to remain operational during this time)  
Saturday 13<sup>th</sup> November 2010: 9:00am – 5:00pm  
(Exhibits are required to remain operational during this time)



**ALL DISPLAYS ARE TO BE COMPLETED BY 9:00AM FRIDAY AND MUST REMAIN IN PLACE AND OPERATIONAL UNTIL 5:00PM SATURDAY**

### AWARDS:

Pennants are awarded for outstanding displays in the following categories:

- Best Indoor Display
- Best Outdoor Display
- Best Community / Not-for-Profit Charity Site Display

**JUDGING WILL COMMENCE AT 1:00PM ON FRIDAY**

### ACCOMMODATION:

Albany boasts a number of quality hotels, motels and guest lodges. The City also has a number of excellent caravan parks with on-site chalets and vans available.

At the time of publication, these accommodation houses are associated with the Show and are therefore recommended.

|   |                     |
|---|---------------------|
| <b>Motel Le Grande, 479 Albany Highway</b>    | <b>9841 3600</b>    |
| <b>Comfort Inn Albany, 191 Albany Highway</b> | <b>9841 4144</b>    |
| <b>Or contact the Albany Visitor Centre</b>   | <b>1800 644 088</b> |

### TRADE EXHIBITOR PASSES:

There are three (3) types of vehicle pass allowing access to the showground:

- Members** who show a current membership card having paid the appropriate fee and display a GREEN vehicle sticker may park on ground in the member's car park, coming and going as often as desired. On ground parking is subject to availability. Traders who are not Society members are not entitled to park in the Members car park.
- The first Trade Exhibitor's YELLOW / ORANGE vehicle sticker is issued free with your site. You may park your vehicle completely within the confines of your site or in the Traders Parking area adjacent to the Sideshows, behind Heavy Machinery Traders. This category includes vehicles forming part of your display. In either case, all vehicles must be parked by 9:00am each day. **Once parked the vehicle is not to be moved until after closing time.**
- RED stickers paid for as "Extra" vehicle stickers are used for temporary access suitable for assisting with **setting up** displays, **catering** deliveries via **Gate 1**. RED vehicle stickers allow holders to enter for a short period only outside Show times. **Vehicles must be removed immediately unloading is complete.**  
RED vehicle stickers allow holders to park on the Railways Football Club car park opposite the showground during Show opening hours.

Traffic is **ONE WAY ONLY** - exit gate is Northern end (just after Sheep pavilion) of Centennial Oval. It would be appreciated if any large trucks collecting displays from indoor sites could be left until Sunday or Monday to prevent a gridlock situation.

To ensure the Show runs smoothly, gate-keepers will be enforcing the "**NO PASS - NO ENTRY**" policy for Exhibitors and Patrons alike.

Vehicle stickers **MUST BE AFFIXED TO YOUR WINDSCREEN** and only these vehicles will be permitted onto the grounds. If not, **please be prepared to exit immediately.**



Vehicle  
Parking Pass

## 2010 ALBANY AGRICULTURAL SHOW, TRADE AND INDUSTRY EXHIBITION

### **PERSONAL PASSES:**

PLEASE ENSURE YOU HAVE ENOUGH FOR ALL STAFF ROSTERED. **PASSES WILL BE REDEEMED AT THE GATE AS YOU ENTER THE GROUNDS** Passout wristbands will be issued to those wishing to exit and re-enter on the same day - TICKETS CANNOT BE LEFT AT THE GATES FOR COLLECTION.

Exhibitor passes and vehicle stickers will be mailed to your application address prior to the Show where postage time permits. Late orders can be collected from the Secretary's office before 5:00pm Thursday 11<sup>th</sup> November 2010.

**All Trade Exhibitors are reminded to ensure that all of their staff members have a pass which will be split for Friday and Saturday and redeemed each day at time of entry. A wrist band will be issued to those leaving and expecting to return during each day.** Gates will be locked at 5:30pm on the Wednesday 10<sup>th</sup> November, and Security guards will be on the grounds from 7:30am Thursday 11<sup>th</sup> November, until 11:00am Sunday 14<sup>th</sup> November 2010.

**THERE WILL BE NO ENTRY INTO THE GROUNDS FOR EXHIBITORS TO BEGIN SETTING UP UNTIL 8:00am THURSDAY 11<sup>th</sup> NOVEMBER 2010.** Please adhere to this entry time as refusal may offend. Passes and identification will be required for entry into the grounds at all times. Pavilions or Marquees will not be accessible after 9:00pm on the Thursday. Admittance into the grounds between 5:30pm and 8:45pm on Thursday will only be permitted if approval has been granted by the Secretary before 3:00pm Thursday 11<sup>th</sup> November 2010 to ensure that your name has been given to gate attendants - if you are not listed, entry will be refused until 6:30am on Friday 12<sup>th</sup> November 2010.

**UNAUTHORISED VEHICLES LEFT PARKED ON THE GROUNDS MAY BE TOWED AWAY WITHOUT NOTICE. The Society and or the Towing Contractor will not be responsible for any damage incurred in the process.**

**You will be responsible for all or any towing costs incurred by this action.**



### **FIRST AID:**

First aid is provided by St John exhibition and **First Aid** post situated on **site C30 in Centennial Hall** during Show opening times.

### **RUBBISH:**

Please ensure all rubbish is placed in the bins provided and cardboard boxes are flattened prior to disposal - your assistance will keep the grounds tidy and provide a pleasant environment for everyone.



### **FOOD VENDORS:**

Catering supply vehicle passes are available from the office for delivery of supplies onto the grounds. All other vehicles are to be removed from the grounds.

### **LOADING RAMP:**

A loading ramp approximately 3 metres in width is on site adjacent to the horse stable. A second temporary ramp is also available in front of the cattle stalls.

### **PASSES**

Passes and vehicle passes are allocated according to that quoted on the application forms. Extra personal passes are available on application at \$10:00 each and can be requested up until 5:00pm Wednesday 10<sup>th</sup> November 2010. Extra vehicle passes are available at \$4:00 each. **You must have a personal pass for each person attending your display.**

### **FOOD & DRINK VENDORS:**

As the Horse section hosts a **3<sup>rd</sup> day of events** (held on the Sunday) food vendors wishing to trade for the Sunday are quite welcome to stay and trade at **NO EXTRA SITE COST** and may move their outlet closer to the horse arena if they wish.

### **ELECTRICITY:**

As the number of power outlets is limited, exhibitors are requested to apply for power on their site application form. Priority is given to early applicants. Please provide your own tested and tagged extension cords if required.

**Testing and tagging can be arranged for a fee by application to the Secretary.**

**NOTE: all electrical items are subject to inspection and must comply with safety regulations.**

### **WATER:**

Exhibitors requiring water on their site must request this facility on the application form. Every endeavor will be made to accede to this request and may require relocation from your desired location to one where water is more accessible.

### **SIGNAGE:**

All signage is to be contained within the exhibitors own site.

### **APPLICATIONS:**

Exhibitors are advised to book and pay for their sites as early as possible. All bookings are to be made with the Secretary. Expressions of interest can be made by telephone, but are held for five (5) days only. Sites are only confirmed upon receipt of payment and written advice from the Society so please ensure that you enclose payment with your application. Payment by any means does not imply site allocation without an application having been received and approved in writing by the Society. Every effort will be made to accommodate your preferred site but final placings are at the discretion of the Society. Should you for any reason be requested to move to an alternative site (this is only done in unexpected / urgent cases), your compliance is expected as refusal may lead to immediate expulsion from the grounds with no refund being made.

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### SAFETY:

#### **SAFETY IS PARAMOUNT**

Exhibitors are reminded that they must take all reasonable measures to ensure safety of all Show attendees at all times. Safety concerns identified by the Secretary or Show committee must be addressed immediately or the exhibitor will be requested to leave the grounds. If you are intend to sell the following items they are banned and therefore must be withdrawn form sale:

#### **LIST OF BANNED ITEMS AT AGRICULTURAL SHOWS**

Drug Related Goods (including Cocaine Kits, Bongs etc)  
Explicit and Hardcore T-Shirts  
Fake Cigarettes  
Fireworks - Crackers  
Fuel Type Fire Lighters (Zippo)  
Horns and Trumpets  
Knives (including Pen Knives)  
Laser Pointers  
Metal and wooden Martial Art Nunchakas  
Playing Cards (Nude or Lurid)  
Pressure Pack Snow  
Pressure Pack Fart Gas  
Silly String  
Stink Bombs  
Bouncing Beans

Water Bombs  
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")  
Samurai Swords, English Swords and Fencing Swords are to be sold in Sealed Packages by Licensed Traders ONLY  
Any article which might impose a threat to the health and wellbeing of anyone.

**Your entire display MUST CONFORM TO WORK SAFETY STANDARDS**

### ADVERTISING IN THE OFFICIAL PROGRAMME

An excellent opportunity exists for your business to advertise in the SHOW PROGRAMME produced by a local printer with a distribution of approximately 16,000 copies inserted into a free community paper approximately one week prior to the Show. Your interest can be indicated on the site application form

### SECURITY:

Will be on the grounds from 6:00am Thursday 11<sup>th</sup> November 2010 until 11:00am Sunday 14<sup>th</sup> November 2010, although **NO TRADER / EXHIBITOR will be permitted onto the grounds until 8:00am Thursday (unless by special arrangement with the Society).**



All pavilions will be locked at 9:00pm each evening. If you will not be arriving to set up until after 5:30pm on the Thursday 11<sup>th</sup> November 2010, you **MUST ADVISE THE SECRETARY** by 3:00pm of the same day. If your name is not on the list given to the guards on the gate you will be refused entry until 6:30am Friday 12<sup>th</sup> November 2010.

All inside traders setting up on Thursday 11<sup>th</sup> November 2010 must vacate the pavilions by 9:00pm Thursday night. Outside traders may stay later to complete their displays if they wish to do so. Whilst all care is taken to ensure the safety of your property, the Albany Agricultural Society accepts no responsibility for any loss or damage. Please refer to "conditions applying to exhibitors", within this package

### CLOSING DATE:

**Friday 1<sup>st</sup> October 2010** ALL APPLICATIONS TO:

The Secretary  
Albany Agricultural Society Incorporated.  
PO Box 392  
ALBANY WA 6331

**PLEASE ENSURE THE CORRECT APPLICATION FORM IS COMPLETED IN FULL AND SIGNED. EARLY APPLICATION WITH PAYMENT IS REQUIRED TO SECURE A SITE, WITHOUT GUARANTEE.** Late applications may be accepted subject to availability of space, along with a penalty loading of \$30.00.

### SITE ALLOCATIONS:

Every effort will be made to allocate indoor space in the location requested or at all but **NO GUARANTEE can be given.** The Secretary and Ground Committee have the right to request a trade space to be re-located or removed from the ground due to unforeseen difficulties. **Applicants MUST BE AWARE OF THIS RIGHT and comply if requested.**

Outdoor site allocations will be finalised after closing date and confirmation in writing prior to two weeks before the Show.

### SITE CLEARANCE:

All sites must be cleared by 5:00pm on the Monday following the Albany Show. Adherence is a requirement to enable the City to prepare the grounds in time for the following weeks sporting events.

### DAMAGE TO SITES:

Exhibitors shall be responsible for any damage to sites and / or water pipes, electricity cables et cetera, running through their sites.

**CONDITIONS APPLYING TO EXHIBITORS:**

- *Entries must be in the hands of the Secretary no later than 1<sup>st</sup> October 2010 **TOGETHER WITH ALL MONEYS.** Any late applications will be received with a late fee of \$30 and allocations made subject to availability.*
- All relevant forms must be completed with detailed information about the proposed exhibit.
- **No trade exhibitor can enter the grounds to set up their site prior to 8:00am Thursday 11<sup>th</sup> November 2010 - without prior approval.**
- All entries for static displays must be on site by 9:00am Friday 12<sup>th</sup> November 2010 and **MUST NOT BE DISMANTLED or REMOVED prior to 5:00pm Saturday 13<sup>th</sup> November 2010.**
- **Vehicles illegally parked on the showgrounds MAY BE TOWED AWAY without notice.** The Owner / Driver will be liable for all or any expense to recover their vehicle, including towing fee and any damage incurred in the process.
- The Albany Agricultural Society will not be held liable for the loss of or damage to the exhibitor's property whilst on the site.
- **INSURANCE - Exhibitors may be required to have their own public liability insurance covering them against any occurrence attributable to their activities or the activities of any person for whom they are directly responsible.**
- No public address system is to be used apart from that provided by the Society. The use of amplifiers or loud speakers by exhibitors is strictly prohibited.
- *All sites must be vacated by 5:00pm Monday 15<sup>th</sup> November 2010 and left in a reasonable condition prior to departure. All exhibitors are expected to co-operate in an effort to keep the display area in a clean condition. PLEASE USE BINS PROVIDED.*
- Exhibitors shall be responsible for any damage to sites and or water pipes, electricity cables etc. running through their sites.
- *If the Committee should find it necessary or expedient to cancel or postpone the Albany Agricultural Show 2010, contracts shall cease to operate upon notice by any means to that effect and the Society shall not be liable for any compensation or refund to exhibitors.*
- Refunds for cancellations will be debited the \$50 Administration Fee. Failure by exhibitors to appear at the Albany Agricultural Show will be considered a breach of contract and no refunds will be made.
- *It is not general policy to allow exhibitors or non-exhibitors to erect posters on the grounds or to hand out printed matter or to sell tickets at the gates or in the car parks or on the Showgrounds. However, specific requests to the Committee will be considered.*
- **SHARING OF SITES:** The Committee may allow exhibitors to share sites, provided the Show Secretary is notified on a separate application form. This is to:
  1. Ensure the exhibits of sharing firms fall within the Albany Show Conditions.
  2. Ensure the location of every firm present is shown. This helps considerably with inquiries during the show and allows maximum publicity.
  3. Ensure ALL exhibitors names are in the official show program.
  4. The sharing occupier will be subject to a \$50 Administration Fee.
- *The exhibitor shall not conduct or permit to suffer to be conducted on the site, any competition, game or sale by auction, not approved of in writing by the Society.*
- These conditions are to be read in conjunction with and form part of the acceptance declaration made on the application form.
- **NO DOGS ARE PERMITTED on the grounds. Dogs in competition are exceptions and at all times must be under absolute control of the owner.**

