

PAPAROA



A & P SHOW

North Kaipara Agricultural Society Inc

Application Form for Market Stalls and Trade Sites

01 February 2020

Contact Person		
Trading Name		
Postal address		
Email address		
Phone		Cell phone

Market Stalls.

Are you any selling food products? If yes go to (1) If no go to (2)
(1) (a) List the types of food being sold.
(b) Are you required to have a Food Registration certificate? Yes No (If Yes please attach a copy of the certificate to this application.)
(2) What items are you selling?

Trade Stalls.

Describe what products you will be displaying or selling?

NKAA Rules and Regulations

- (1) Food Stalls Exhibitors wishing to sell food must submit a list of the intended sale items for approval. A copy of the current Food Registration Certificate must be sent in with the entry form.
- (2) No vehicle movements are allowed in the trade site area from 8.30am on the day of the show and before 4.00pm. All sites must remain open for business between 9.00am and 4.00pm on the day of the show. Trade sites must not pack up prior to 4.00pm on the show day.

- (3) Exhibitors will receive two adult gate passes for each site entry.
- (4) To secure a site, exhibitors must pay the required fees upon lodging this application. Cancellations if applied for prior to 31st December will receive a full refund, or if applied for prior to 15th January will receive 50% of the site fees. No site fees will be refunded after 16th January unless for extenuating circumstances and only at the discretion of the executive committee.
- (5) Exhibitors' vehicles must be fully confined within their site or parked in the main car-park.
- (6) Exhibitors Health and Safety Requirements and Guidelines As a member of the Royal Agricultural Society of New Zealand (RAS), the North Kaipara A&P Society (NKAA) is committed to the protection of people from accidental injury or damage whilst they are on the Society's grounds. The NKAA A&P Society will not be responsible for any accident, loss or damage that may be caused to or suffered by an exhibit, or which may be caused directly by any other exhibit, notwithstanding any alleged negligence on the part of any officer or servant of the Society, and it shall be a condition of entry that each exhibitor shall hold the Society indemnified against any claim in respect of any such accident, loss or damage caused by any exhibit of such exhibitors. All exhibitors are asked to comply with the Health and Safety in Employment Act 1992, Health and Safety in Employment Amendment Act 2002, Hazardous Substances and New Organisms Act 1996. By signing the application form declaration, exhibitors accept the conditions of entry and indemnify the NKAA A&P Society under the provisions of the Health and Safety in Employment Act 1992 and any amendments since that date
 - (i) Work in conjunction with the Society to ensure potential hazards are eliminated for the protection of people from accidental injury or damage.
 - (ii) Generator's, Electrical Power cords, plugs and fittings should be placed where they do not create a hazard for people and be away from water sources. Power cords must be tagged by a certified electrician.
 - (ii) Guy wires and pegs must be placed where they do not create a hazard for people. Pegs must be covered.
- (7) No dogs are allowed on NKAA grounds with the exception of assistance dogs.
- (8) All users of the grounds are bound by the NKAA's Code of Conduct which is available on NKAA's website.

Additional Guidelines for Food Stalls and Mobile Units

1. Have a fire extinguisher handy to cooking facilities and a fire/emergency procedure in place.
2. All cooking appliances must be safe to operate (especially gas equipment) and located away from show visitors.
3. Abide by Council's Environmental Health Officer's requirements for food safety and hygiene.
4. All Food should be served using suitable tongs, scoops, clean gloves and serviettes. Clean protective clothing should be worn. There must be hand-washing facilities available on site.
5. Food Storage and Display Units should be temperature controlled and all food should be covered.
6. Ensure your site area is kept clean and tidy including your waste collection.

Single site non food and beverages	5 x 3m @ \$45.00 (includes 2 gate passes)	
Double site non food and beverages	10m x 3m @ \$70 (includes 2 gate passes)	
Single site food and beverages	5 x 3m @ \$70.00 (includes 2 gate passes)	
Double site food and beverages	10m x 3m @ \$90 (includes 2 gate passes)	
Additional gate tickets	Number required _____ \$8.00 per person	
Total Payable		

Are you bringing your own generator? Yes No

To secure your site full payment must accompany this completed application.

Email the application form to secretary@paparoashow.org.nz, or post to The Secretary, P O Box 39 Paparoa, 0543.

Payment: By cheque to North Kaipara Agricultural Association Inc, P O Box 39 Paparoa,0543.

Direct Credit: 06 0365 0036778 00. Please use as a reference your trading name

Special Requests _____

I declare that all information provided is correct and that I and my staff have read and will abide by the rules and regulations of the NKAA Association.

Full name of applicant _____

Signature _____ **Date** _____