



North Kaipara Agricultural Association  
 Application Form for Food Stalls and Trade Sites

**Saturday 7th February 2026.**

Contact Person		
Trading Name		
Email address		
Postal address		Post Code
Phone		Cell phone

**All vendors must bring their own generator and power cords that are current and have been tagged by a certified electrician. Vendors to provide their own gazebos.**

**Food and Beverage Stalls.**

**NKAA will limit vendors selling the same type of products with completed and fully paid applications receiving priority on what they may sell.** Tick the food/beverage items you would like to sell.

<input type="checkbox"/> Hot Dogs <input type="checkbox"/> Chicken Nuggets <input type="checkbox"/> Ice Cream <input type="checkbox"/> Hangi <input type="checkbox"/> Wedges <input type="checkbox"/> Water  <input type="checkbox"/> Other _____	<input type="checkbox"/> Hot Chips <input type="checkbox"/> Calamari <input type="checkbox"/> Filled Rolls <input type="checkbox"/> Bacon & Egg Sandwiches <input type="checkbox"/> Hot Drinks (tea, coffee etc) <input type="checkbox"/> Cans Fizzy Drink	<input type="checkbox"/> Pizza <input type="checkbox"/> Burgers <input type="checkbox"/> Sandwiches <input type="checkbox"/> BBQ <input type="checkbox"/> Iced Coffee <input type="checkbox"/> Juice	<input type="checkbox"/> Nachos <input type="checkbox"/> American Hot Dogs <input type="checkbox"/> Toasted sandwiches <input type="checkbox"/> Iced Chocolate
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Are you required to have a Food Registration Certificate?    Yes    No  
 If yes, you must provide a copy of your current certificate.

**Trade Stalls.**

**Completed and fully paid applications will receive priority on what they may sell.** Tick the items you would like to sell. In order to make it a profitable day for all stall holders, NKAA will limit the number of operators selling the same products.

<input type="checkbox"/> Furniture <input type="checkbox"/> First Aid <input type="checkbox"/> Flower Arrangements <input type="checkbox"/> Honey <input type="checkbox"/> Beeswax products <input type="checkbox"/> Jams <input type="checkbox"/> Garden Ornaments <input type="checkbox"/> Firewood <input type="checkbox"/> Leather goods <input type="checkbox"/> Tools <input type="checkbox"/> Vehicles <input type="checkbox"/> ATV's <input type="checkbox"/> Craft <input type="checkbox"/> Clothing <input type="checkbox"/> Jewellery <input type="checkbox"/> Hats <input type="checkbox"/> Soap <input type="checkbox"/> Garden Plants <input type="checkbox"/> Real estate <input type="checkbox"/> Spa/pools <input type="checkbox"/> Pumps/filters/water products <input type="checkbox"/> Horse Products <input type="checkbox"/> Fertiliser <input type="checkbox"/> Scaffolding <input type="checkbox"/> Horticultural <input type="checkbox"/> Farm Products <input type="checkbox"/> Animal Health <input type="checkbox"/> Internet <input type="checkbox"/> House products - ventilation, kitchen, bathroom, fires, blinds, carpets etc <input type="checkbox"/> Insurance <input type="checkbox"/> Cleaning <input type="checkbox"/> Vegetables <input type="checkbox"/> Voluntary Organisation Displays (please describe)  <input type="checkbox"/> Other (please describe)
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### **3 x 3 sites**

Category	Site details	Number of sites	Total per category
3x 3 Non- Food/Beverage site registered and paid for by 31 <sup>st</sup> December 2025.	\$20.00 (includes 1 free gate pass and a 3x3 site.)		
3x3 Non- Food/Beverage site registered and paid for on/after 1 <sup>st</sup> January 2026.	\$25.00 (includes 1 free gate pass and a 3x3 site.)		
Additional gate passes at \$10.00 per person			
Total			\$

### **6x6 site Non-food or beverage sites**

Category	Site details	Number of sites	Total per category
Non- Food/Beverage site registered and paid for by 31 <sup>st</sup> December 2025.	\$30.00 (includes 2 free gate passes) 6x 6 site.		
Non- Food/Beverage site registered and paid for on/after 1 <sup>st</sup> January 2026.	\$35.00 (includes 2 free gate passes.) 6x6 site		
Additional gate passes at \$10.00 per person			
Total			\$

### **Food sites**

Category	Site details	Number of sites	Total per category
Food/Beverage site registered and paid for by 31 <sup>st</sup> December 2025.	\$50.00 (includes 2 free gate pass) 6x6 site.		
Food/Beverage site registered and paid for on after 1 <sup>st</sup> January 2026.	\$70.00 (includes 2 free gate pass) 6x6 site.		
Additional gate passes at \$10.00 per person			
Total			\$

### **Novice site**

Category	Site details	Number of sites	Total per category
Novice stall (A novice stall is defined as the stall holder, or the company they are employed by, has never had a stall at Paparoa Show. The stall may be of any type.)	\$15.00 (includes 1 free gate pass) 6x 6 site.		
Additional gate passes at \$10.00 per person			
Total			\$

### **Payment**

- **To secure your site full payment must accompany this completed application.** If you require an invoice please tick this box. ☐
- An invoice will be emailed on receipt of full payment and the completed application form. Note that we are not GST registered. Payment by direct credit: **12-3099-0099701-00**. Reference **Trade and your name**.
- Email the application form to [trade@paparoashow.org.nz](mailto:trade@paparoashow.org.nz), or post to Trade Site Team, NKAA, PO Box 39, Paparoa, 0543.
- *We recommend paying for any additional gate passes required at the time of submitting the application form, to avoid delays when entering the show grounds at a peak time.*

### **Sites**

Site allocation will not be finalized until **Thursday 5 February 2026** - you will be directed to your site upon arrival at the show grounds.

**Check list- please ensure that you have provided (if applicable) the following. We are happy to promote your business on our website.**

- ☐ Date money direct credited to NKAA
- ☐ Food Registration Certificate is attached with completed application form.
- ☐ Website url
- ☐ Facebook page details
- ☐ Logo or image in jpeg
- ☐ Maximum of 20 words description of your stall or business

I/we 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. I will ensure that myself and all staff will be wearing the gate entry band on our wrist upon entry to the show. We understand that no band means no entry.

**Full name of applicant** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

## **NKAA Rules and regulations for Exhibitors.**

- (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.
- (3) The grounds will open for trade sites to set up from 7.00am on Showday. Trade sites may set up on Friday afternoon between 3pm and 5pm if prior permission is given from the trade site organisers. There is no security onsite overnight.
- (4) Any additional passes required must be paid for with this application or paid on the day at the gate.
- (5) To secure a site, exhibitors must pay the required fees upon lodging this application. Cancellations if applied for prior to 31<sup>st</sup> December will receive a full refund, or if applied for between 1<sup>st</sup> January and 15<sup>th</sup> January will receive 50% of the site fees. No site fees will be refunded after 16<sup>th</sup> January unless for extenuating circumstances and only at the discretion of the executive committee. In the event that the show is cancelled due to COVID please refer to NKAA's website for our policy on refunds. Note that a copy of a bank deposit slip or bank statement must be provided to obtain a refund. Alternatively, you may wish to donate your application fee to assist the show in recovering costs to date.
- (6) Exhibitors' vehicles must be fully confined within their site or parked in the main car-park.
- (7) NKAA is committed to the protection of people from accidental injury or damage whilst they are on the Society's grounds. All exhibitors must comply with all New Zealand legislation and will be removed from NKAA's grounds if found to be in breach of any legislation. NKAA will not be responsible for any accident, loss or damage that may be caused to or suffered by an exhibit. 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.
- (8) All exhibitors must
  - (i) Ensure potential hazards are eliminated for the protection of people from accidental injury or damage.
  - (ii) Ensure that generator's, electrical power cords, plugs and fittings should be placed to safeguard all hazards for people and be away from water sources. Power cords must be tagged by a certified electrician.
  - (iii) Ensure that guy wires and pegs must be placed where they do not create a hazard for people. Pegs must be covered.
  - (iv) Abide by NKAA Code of Conduct which is available on our website.
  - (v) Ensure that your site is kept clean and tidy and that all rubbish is removed from site. Any grey water must be collected onsite by the exhibitor in containers and not drained to the ground.
  - (vi) All vendors must display their current health registration certificate prior to any products being sold.
  - (vii) All food vendors to have their fire extinguisher on their site.
  - (viii) Amusement Devices (other than inflatable devices) must obtain any permits required by Work safe or Kaipara District Council and ensure that the permit is displayed with each device.