

# DENILIQVIN



# TRUCK SHOW

## & INDUSTRY EXPO

Rotary



Proudly supported by the Club of Deniliquin

## TRADE & CATERING INFORMATION

Deniliquin Truck Show & Industry Expo inc.

PO Box 911, Deniliquin NSW 2710.

Email: [hello@denitruckshow.com.au](mailto:hello@denitruckshow.com.au)

Website: [www.denitruckshow.com.au](http://www.denitruckshow.com.au)

ABN: 31 922 145 442

<b>ACCESS TO SITE</b>	<p>Vendors must have a valid wristband to enter the Event site.</p> <p>Wristbands and vehicle stickers will be posted to you late August.</p> <p>Please ensure you have given updated pass numbers, if necessary, via email.</p>
<b>ACCOMMODATION</b>	<p>It is your responsibility to book and pay for your own accommodation. Please note there is minimal accommodation in Deniliquin over the weekend and we make no guarantees that accommodation will be available.</p> <p>There is no camping available on site</p>
<b>AMENITIES ON SITE</b>	<p>There are permanent toilet facilities on site. During the Event there are additional toilets on site inside the Event site.</p>
<b>BUMP IN/BUMP OUT</b>	<p><b>BUMP IN Friday 25th October, 2024 10.00am – 4.00pm</b>  <b>BUMP IN Saturday 26<sup>th</sup> October, 2024 7.00am – 10.00am (Lockdown)</b>  <b>SITE LOCKDOWN Saturday October 26<sup>th</sup>, 2024</b>  <b>10.00am – 4.00pm STRICTLY NO MOVEMENT</b>  <b>TRADING HOURS Saturday 26th October 2024 10.00am – 4.00pm</b>  <b>BUMP OUT Saturday 26th October 2024 from 4pm</b>  <b>Once advised by the Safety Officer vehicle movement is allowed after 4pm.</b></p>
<b>BOUNDRIES</b>	<p>Boundaries of your nominated site must be observed, and all billboards, vehicles, goods, equipment and supplies must be displayed and housed within this area. You must not encroach onto walkways, adjacent sites or other areas.</p> <p>Any billboards/bow flags found outside of your nominated site will be removed and taken to the Operations Centre for you to collect.</p>
<b>CHEMICALS AND HAZARDOUS SUBSTANCES ON SITE</b>	<p>You must supply us with details of any chemicals that you have on site (other than small domestic quantities of cleaning products etc).</p> <p>You must have copies of current Safety Data Sheets on site for any chemicals that you bring on to the site.</p>
<b>COMMUNICATION</b>	<p>Majority of communication will be done via email.</p> <p>Your contacts from now up until the Event will be the Event Secretary, <a href="mailto:hello@denitruckshow.com.au">hello@denitruckshow.com.au</a> or the Deniliquin Truck Show President, Leesa Muir 0447 545456.</p>
<b>DRUGS AND ALCOHOL</b>	<p>No person is allowed to perform any work under the adverse influence of any medication, drug or alcohol. Alcohol is not to be consumed while working at the Event. Please do not bring alcohol back to your trade/catering sites.</p> <p>Alcohol is not permitted inside the Event site (other than that purchased from our bars) and will be confiscated if found in your possession.</p>
<b>ELECTRICAL SAFETY</b>	<p>All vendors must ensure that their electrical equipment is compatible with the site electrical supply before it is brought on site. Please provide Event management staff with a comprehensive list of all your power requirements so appropriate arrangements can be made.</p> <p>Vendors are required to pay for their own electrical requirements.</p> <p>All leads must be of a type that is suitable for the outdoor environment that it is being used in. All portable electrical equipment must be tested and tagged, in accordance</p>

	<p>with AS/NZS 3760:2010, and within last 6 months. Untagged leads may not be used at the Event.</p> <p>You should have your leads tested and tagged before arriving at the Event.</p> <p>All portable electrical equipment must be earthed and have a working portable earth leakage circuit breaker (RCD). RCDs must be tested before each use by pressing “test button”.</p> <p>Vendors must provide their own power boards (with earth leakage) and leads for distribution within their site. No double adaptors are permitted, and cords must be completely unrolled.</p> <p>Leads and equipment must be situated so that they do not form a trip hazard for workers or patrons. Please ensure you bring your own cable covers if necessary.</p>
<b>ENVIRONMENTAL PROTECTION</b>	<p>Vendors must give protection of the environment high priority in all activities on site. Please help to conserve precious resources by reducing all retail and bulk packaging. We ask that you use biodegradable/ compostable serving wear (cups, plates, bowls and cutlery) and recycle when possible.</p> <p>Any requirement to discharge substances into the air, stormwater or trade waste drains must be approved by the Site Manager in consultation with the appropriate authority.</p> <p>This includes any solids, liquid chemicals, gases, oils, contaminated water &amp; the emission of noise &amp; disposal of waste (liquid or solid).</p>
<b>FIRST AID</b>	<p>Vendors are responsible for providing their own first aid trained workers and first aid kits.</p> <p>During the Event first aid providers will be on site.</p>
<b>EQUIPMENT</b>	<p>Vendors are responsible for making sure that all equipment used on site is in safe working order and removing it from service if it is found to be faulty during the Event. Operators will be responsible for their own equipment. All equipment must only be used for the task it is intended for.</p> <p>All vehicles on site must be registered.</p> <p>Operators are required to supply all personal protective equipment for their workers for the activities they undertake at the Event.</p>
<b>FEES &amp; CHARGES</b>	<p>Vendor site fees are due by <b>5.00pm Friday October 4, 2024</b>. A site will not be regarded as allocated to a vendor until the full amount specified has been paid by the final date for payment. If the fee is not received by this time, the site will be allocated to another vendor.</p> <p>Catering sites are offered three (3) vendor passes and Trade sites two (2) passes. Extra personnel will be charged admittance at full price. Please note there is a strict no refund policy on all passes and site fees.</p> <p>One 15amp power outlet is included in the site hire fee. Extra power outlets are charged at \$50.00 each and 3 phase power is \$100</p>
<b>EVENT CANCELLATION</b>	<p>If we should find it necessary or expedient to cancel or postpone the Event, all contracts shall cease to operate upon notice to that effect, and we shall not be liable for any compensation or refund to you, whether on the grounds of loss of profits or otherwise or any refund of payment of any money paid by you in relation to this contract in respect of such cancellation or suspension.</p>
<b>CANCELLATION BY THE VENDOR</b>	<p>If the Vendor terminates this agreement prior to <b>5.00p.m Monday, October 14, 2024</b>, the Vendor will forfeit 50% of site fee paid.</p> <p>If the Vendor terminates this agreement after <b>5.01p.m. Monday, October 14, 2024</b>, the Vendor will forfeit 100% of site fee paid.</p>
<b>FIRE PROTECTION</b>	<p>Vendors are responsible for fire protection within their work environment.</p> <p>Extinguishers must have been checked within the last 12 months and be suitable for the type of operations being undertaken at the Event.</p> <p>Fire blankets must be available if cooking is being undertaken at the site.</p> <p>During the Event emergency fire services will be on site to assist if needed.</p>

<b>GLASS POLICY</b>	<p><b>THE DENILIQUN FESTIVAL SITE HAS A ZERO TOLERANCE GLASS POLICY</b></p> <p>Glass in all and any form is not permitted on the Event site at any time during, before, or after the Deniliquin Truck Show and Industry Expo.</p>
<b>GOODS SOLD</b>	<p>All food distributed at the Event (either sold or given away) must comply with the Australian and New Zealand Food Standards Code and any other applicable health and safety regulations.</p> <p>It is your responsibility to ensure these regulations are met.</p> <p>Only products and services that you have listed on your catering site application form are permitted to be sold at your site. Catering sites aren't permitted to sell other goods or merchandise.</p> <p>There is a strict <b>NO GLASS POLICY</b> at the Event; all products must be in non breakable containers or bottles, etc. There are no exceptions to this rule.</p> <p>If you decide after applying that you would like to bring extra products, please get in touch with the Event Secretary to get these approved.</p> <p>Please note that certain suppliers may have exclusive rights and restrictions may apply. We will notify you if any such restrictions apply to your site.</p>
<b>RESTRICTIONS ON GOODS SOLD. (Cont. next page)</b>	<p>We reserve the right to prohibit offensive goods from being sold or displayed at the Event and may at our discretion remove any such goods from your catering or trade site if we consider that such goods may offend, cause trouble with authorities or infringe any third-party rights, such as trademark and copyright.</p> <p>Knives and other objects that can be used as weapons may not be sold from your catering or trade site.</p> <p>The sale of alcohol, tobacco and cigarettes is also prohibited.</p> <p>We have overall control of signage, material and products sold or displayed at the Event.</p> <p>Raffles, fundraising activities and charity donation tins of any kind are strictly prohibited unless approved by Event management in writing prior to the Event.</p> <p>No article, sign, picture, sticker, printed matter, etc. is to display any of the Deniliquin Truck Show and Industry Expo Inc. trademarked logos or images without prior written permission from the President.</p> <p>The Deniliquin Truck Show President and/or committee, and/or staff of the Event are authorised to enter upon trade/catering sites at any time and remove any article, sign, picture or printed matter, which in their opinion may be the cause of offence to the public.</p> <p>Likewise, any unseemly conduct demonstrated by any person on any catering site deemed by us to be offensive or threatening will not be tolerated and said person(s) will be removed from the Event.</p>
<b>HOUSEKEEPING</b>	<p>Housekeeping is an important way of controlling risks. Caterers/Trade Vendors will be required to maintain workplaces in a clean and tidy condition. Working areas, walkways, emergency exits, firefighting and safety equipment must be kept clear at all times.</p>
<b>INCIDENT REPORTING</b>	<p>Caterers/Trade Vendors will have their own incident reporting procedures. In addition, we ask that you inform management as soon as possible of any incidents that occur in your area so that we can deal with any issues that occur and put preventative measure in place.</p>
<b>INFRASTRUCTURE</b>	<p>No infrastructure is included in your site cost. If bringing your own marquee you will need to ensure it is high-quality with a wind rating above 50kmph. Catering or Trade sites needing to hire a marquee will need to book directly with our preferred local supplier – Country Wedding and Event Hire. This marquee booking is a separate arrangement between you and the hire company. As part of an agreement we have with this supplier, all marquees ordered by you will be erected on your allocated site prior to your arrival. No flooring, lighting or furniture will be provided for these marquees unless prior arrangements have been made by you.</p> <p>Country Wedding and Event Hire – 03 5881 1944 info@cweh.com.au</p>

<b>INSPECTION OF VEHICLES</b>	Event Management reserves the right to inspect vehicles entering and exiting the Event if necessary. Any alcohol or prohibited items found will be confiscated.
<b>INSURANCE &amp; CERTIFICATES (cont. next page)</b>	<p>As a vendor you will be required to hold a valid Public Liability Insurance policy to the value of at least AUD \$20 million and it must list <b>DENILIQUIN TRUCK SHOW AND INDUSTRY EXPO INC, ABN 31 922 145 442, ROTARY CLUB OF DENILIQUIN, ABN 74 720 024 272 and DENI PLAY ON THE PLAINS FESTIVAL LTD, ABN 50 125 560 509</b> in the policy as an interested party, indicating coverage until midnight after the Bump Out of the Event.</p> <p>You must hold a valid Work Cover Insurance policy in respect of all personnel at your catering and trade site which is in place for the full duration of the Event (including Bump In and Bump Out).</p> <p>It is your responsibility to possess adequate property damage insurance for any property used by you or your personnel at the Event. We will not be liable for any loss of or damage to your property or personnel whilst on the site. We shall not be held liable for any compensation, whether on the grounds of loss of profits or otherwise. You are responsible for insuring your own property and stock.</p> <p>Copies of valid insurance certificates must be forwarded to us no later than <b>Friday, October 4, 2024</b>. You must have a copy of all insurance certificates on site for the duration of the Event.</p> <p>If your certificates are or will be expired by Friday, October 25, 2024 then all renewals must be organised in advance and your policy renewed for an earlier date.</p>
<b>INDEMNITY</b>	You agree to indemnify <b>Deniliquin Truck Show and Industry Expo Inc. and the Rotary Club of Deniliquin as the Event organiser and Deni Play on the Plains Festival Ltd</b> as the owner of the Event Site against any loss or damage, we as the owner may suffer arising out of your negligence or breach of the Terms and Conditions.
<b>NON-COMPLIANCE WITH SAFETY RULES</b>	The Event has Safety Officers on site as well as the Site Manager and Site Supervisors who will liaise with Vendors throughout the setup period and the Event. If they assess that an activity is unsafe, they can stop all work/activity until the problem is rectified. The Event retains the right to instantly terminate the engagement of any person who, through their actions, threatens the health or safety of others and/or himself/herself or whose actions may cause damage to property, and equipment.
<b>NSW FOOD SAFETY SUPERVISOR</b>	Each catering site must have appointed a certified Food Safety Supervisor (FSS), ensuring that safe food handling is practiced by all sites and that food handlers have appropriate food safety skills and knowledge. This must be an NSW Food Safety Supervisor Certificate; nationally recognised certificates do not pass in NSW.
<b>OPERATING HOURS.</b>	<p>The Deniliquin Truck Show and Industry Expo runs on Saturday 26th October 2024</p> <p>All vendors may, subject to compliance with rules and regulations, take up possession of their nominated site from 10am on Friday 25<sup>th</sup> October 2024 for Bump In purposes.</p> <p>All sites must be completely set up before <b>10am on Saturday 26th October</b>. All display equipment, stock, vehicles etc. must remain on site until the close of Event, once our Safety Officer has advised the site has been cleared and vehicle movement is allowed which will come after 4pm Saturday, October 26, until this time there is to be NO vehicle movement. All sites must be vacated by <b>6.00pm Saturday 26th</b></p>

	<p><b>October</b> and the site must be left in a clean and tidy condition prior to your departure.</p> <p><b>Please note: The Event site is in lock down from 10.00am Saturday 26<sup>th</sup> October until 4.00pm Saturday 26th October, strictly NO vehicle access will be available during this time.</b></p>
<b>PUBLIC SAFETY</b>	Vendors must aim to maintain the safety and wellbeing of the public at the Event. All operators are responsible to ensure that members of the public are not injured or otherwise affected by their activities on site.
<b>RISK ASSESSMENTS</b>	It is the responsibility of the operator to undertake risk assessments for their activities. These must be current and emailed through to <a href="mailto:hello@denitruckshow.com.au">hello@denitruckshow.com.au</a> prior to arrival.
<b>VEHICLE MOVEMENT DURING THE EVENT</b>	<p><b>All vehicles are prohibited from moving around the Event site during Event opening hours (10.00AM– 4PM).</b></p> <p>The speed limit within the Event site is walking pace. Drivers are to exercise extreme care to ensure the safety of pedestrians and prevent vehicle accidents on site. All traffic and parking signs must be observed while driving on site. <b>No vehicles to be driven on site once the event commences.</b></p>
<b>PARKING</b>	<p>Parking is available for all vendors during the Event, in the day parking. There is no parking inside the Event site unless your vehicle is being used on your site for static display, storage or stock refrigeration purposes. All vehicles must fit within the confines of your site; there is no room to park vehicles behind your site.</p> <p>Day parking is available via entry through the main gate and will allow you to come and go if necessary.</p> <p>All vehicles entering the Event site must have a vehicle pass fixed to the right-hand side of their windscreen for the duration of the Event. Vehicle passes are not transferrable and cannot be sold.</p> <p>All vehicles are prohibited from moving around the Event site during event opening hours (10.00am –4.00PM). Vehicles parking inside the Event site need to have entered and parked by 10.00am and will not be able to move offsite until the Safety Officer has cleared the site and allowed vehicle movement. This will come into effect after 4.00PM the day of the Event.</p>
<b>SECURITY</b>	<p>The Event has an active loss prevention program to provide for the security of its personnel and property. Adequate precautions have been taken to provide you with means of protection of your property. You should be aware that your property remains your responsibility while it is on the site. It is important that vendors secure their tools and equipment properly as the Event accepts no responsibility for their damage or theft. When instances of theft occur, they must be reported to Event Management who will arrange for police to attend if required.</p> <p>While all reasonable precautions are taken, the Event recommends that you do not bring valuable items onto the site.</p>
<b>STRUCTURES</b>	<p>The Event provides your site area. It is your responsibility to advise us of any other structures that you may wish to include. All structures must be in safe condition and pose no safety risks. We retain the right to refuse any structures that we have not approved. Structure poles and ropes <b>MUST</b> remain within your allocated area and be covered if they create a trip hazard.</p> <p>It is best to use a commercial quality marquee as cheap marquees are not suitable for the Event site. Leg weights must be in use.</p> <p>It is best for a wind rating minimum of 50kms per hour when sourcing your marquee.</p>

<b>SIGNAGE</b>	You will see a range of “safety signs” around the site. These signs are there for the safety of everyone at the Event. You are required to obey all signs posted on or around the site.
<b>SITE SAFETY OFFICERS</b>	There are Safety Officers on duty before and during the Event. Their role is to ensure that a safe workplace is maintained and to assist with queries that operators may have with regard to safety. During the set-up period they may undertake audits of compliance with safety standards and operators are asked to cooperate with these inspections.
<b>SMOKING</b>	Areas of the Event may operate a no smoking or vaping policy, and you must comply with any such policy. No smoking or vaping on or behind your site.
<b>SITE RESTRICTIONS</b>	<ul style="list-style-type: none"> <li>• Strictly no glass</li> <li>• The right is reserved to vary advertised performing artists, entertainment and the Event program</li> <li>• Entry may be refused if wristbands are damaged or defaced in any way or are not purchased from the organisers or authorized points of sale</li> <li>• You are responsible for your own property - There is no storage available at the Event.</li> <li>• NSW Road Laws apply on the Deniliquin Festival Site.</li> <li>• The organisers may refuse you entry into, or remove you from the Event if you: <ul style="list-style-type: none"> <li>a) do not obey these terms and conditions</li> <li>b) refuse to allow the organisers to inspect bags, containers and vehicles at the Event.</li> <li>c) if you disrupt the Event</li> <li>d) if you interfere with the enjoyment, comfort or safety of other persons at the Event</li> <li>e) if you have acquired a stolen or counterfeit ticket/ wristband <ul style="list-style-type: none"> <li>• No vehicle access allowed during Event site opening hours or site lockdown.</li> <li>• On site speed limit (5km/h walking pace) must be observed and adhered to.</li> <li>• No amplified music or public address systems to be used at your site</li> <li>• No pets or livestock (except for official guide dogs).</li> <li>• No alcohol or illegal substances.</li> <li>• No fires.</li> <li>• No products that can be used as a weapon or missile or may cause injury to others may be sold.</li> <li>• Drug and alcohol consumption is prohibited by all persons staffing any trade/catering site.</li> <li>• No digging of holes or driving any objects into the ground without first ensuring that there are no underground power cables, telephone cables or water pipes which could be damaged. All damage caused by you, or your personnel will be repaired at your expense.</li> <li>• Vendors must not, without the prior consent of the President, permit any person other than the participant, its staff or agents to occupy any part of their site</li> </ul> </li> </ul> </li> </ul>

<b>VISUAL APPERANCE</b>	Please ensure your site is visually appealing and not only reflects your product but compliments the Event. Your site must be clean and presentable, and your personnel must be clean and tidily dressed and conduct themselves in an orderly manner at all times.
<b>WATER</b>	Both potable and non-potable water is available on site. <b>THERE IS ONLY NON-POTABLE WATER AVAILABLE IN THE FOOD COURT AREA.</b> For drinking water please ensure your tanks are full and you bring sufficient potable water for cooking purposes. Please contact us prior to the Event to discuss your water requirements for your site.

For more information, please contact us at [hello@denitruckshow.com.au](mailto:hello@denitruckshow.com.au) / phone 0447 545 456.