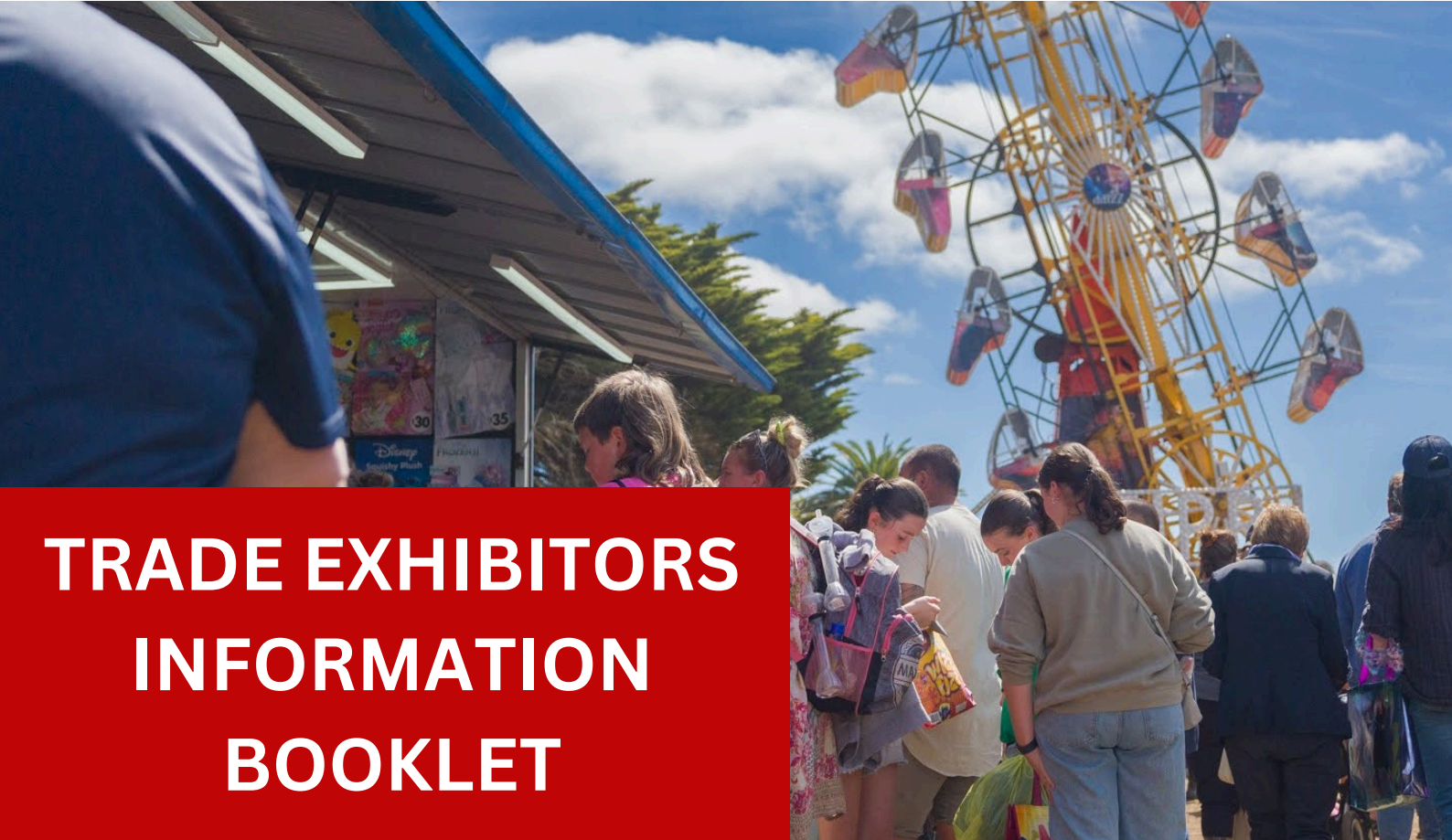




THE FAMILY FUN SHOW

"The biggest little show in the south west"



**TRADE EXHIBITORS
INFORMATION
BOOKLET**

2025 NOORAT SHOW

Saturday, 15 November

Prepared by
**Noorat & District Agricultural &
Pastoral Society Inc.**

www.nooratshow.org.au



Welcome to the 2025 Noorat Show Trade Exhibitor Information Booklet

The Noorat Show has a reputation of being *'the biggest little show'* in the south west of Victoria. There's something for everyone and our aim is to provide the best day out possible for all

- Children's stage with popular guest artists
- Animal Nursery
- Roving entertainment
- Live bands
- Nibble & Nosh Food Expo with cooking demonstrations
- Wood Chop
- Yard Dog Trials
- Show & Shine
- Dog High Jump
- Junior Show Person Competition
- A full program of livestock competitions with Horses, Beef and Dairy Cattle, Dairy Goats, Miniature Goats, Sheep and Poultry
- and, of course, all the fun of Side Show Alley and the Amusement Rides, courtesy of the Victorian Showmen's Guild

The Noorat Show offers an opportunity for businesses large and small to bring their products and services to the public in a exciting, fun filled environment.

For further information regarding trade space or any other aspect of the show, please contact the Show Office on 0455 669 985 between 10.30am - 4pm or email: secretary@nooratshow.org.au

Show Date: Saturday 15 November
Opening Hours: 9am - 4pm

The Family Friendly Show



SHOW DATE & TIMES:

Saturday, 15 November

Gates open to the public 9am - 4pm

TRADE SITES AVAILABLE:

OUTDOOR TRADE SITES (not food): \$25/m, minimum 3m frontage

INDOOR SITES (Big Shed): \$45/m, minimum 2m frontage

Lifestyle, Kitchen, Health & Home Improvement products and services, Gourmet Food & Wine, Horticulture & Agricultural Industry based products.

Note: Inside space is limited due to the popularity of the Nibble & Nosh Food Expo.

Depending on what space is available after the Nibble & Nosh sites are allocated, applications for inside space are treated on a first in first served basis.

FOOD SITES (outside and inside): \$45/m, minimum 3m frontage

- **NOTE: 'Frontage' is the side of your site/van that the public will have access to. If you are serving from the side of your van, it is the full length of the van, including A-frame.**
- **Powered sites are available both outside and inside but are limited in number.**
- **The size of the site MUST be adequate to contain completely all of the applicant's equipment. Trailers, towbars, guy ropes, etc must not infringe on adjacent sites or clear space. Additional space (indoor/outdoor) may be requested at the appropriate \$/m.**

BUMP IN/OUT INFORMATION:

- Exhibitors can set up on the Friday. Please contact the Secretary if set up is required prior to that to ensure that you are on the correct site as sites marking may not have been completed.
 - Indoor sites can set up from midday Friday.
 - Vehicle access: (refer map)
 - Indoor sites** via Gate 4 (Livestock/Member's Car Park).
 - Outside sites** via Gate 3 (next to CFA shed).
- Note: Gate 3 will close to all vehicles (income/exiting) at 8.30am. Exit via Gate 4 only.
- Vehicles must obey the traffic movement directives and site speed limit at all times.
 - Parking is not permitted on the showgrounds unless deemed necessary to the exhibit and by prior arrangement.
 - Exhibitors must be in place by 8.30am ready for when the gates open to the public at 9am and remain in place until 4pm.

**Exhibitor vehicles MUST BE off the grounds by 8am
Exit via Gate 4 only**



GENERAL RULES & CONDITIONS OF ENTRY

TRADE SPACE APPLICATION

- Bookings will be accepted on the Society's Application Form only.
- Space is not confirmed until payment is made and all necessary paperwork received.
- Allocation of space is at the discretion of the Noorat & District Agricultural & Pastoral Society Inc and not all applications may be accepted.

ACCEPTANCE & ALLOCATION

- Site application forms and all relevant paperwork must be sent to the show office via email or post. If the application is successful you will receive notification with a tax invoice.
- Sites are not confirmed until payment is made and all relevant paperwork is received. Allocation of sites is not made until the week prior to the show.

EXHIBITOR PASSES

- Two (2) Exhibitor Passes will be issued for each standard trade space.
- Additional tickets can be purchased for \$20 each (include on the application form or contact the Secretary).

INSURANCE, LICENSES & REGISTRATION

- **Public Liability Insurance:** All exhibitors must have adequate public risk insurance (minimum \$10m) and proof of cover must be provided when lodging your application. If you do not have insurance and are NOT an ABN registered business, an insurance levy of \$10.00 must be paid with your site fee. Cover will be provided on the understanding that the exhibitor is liable for the first \$1,500 for each and every claim.
- **Product Liability Insurance:** Exhibitors selling or exhibiting goods of any description MUST carry product liability insurance including (but not limited to) cover for loss, damage, theft or injury to third parties or property. Product Liability cover CANNOT be provided by the show society insurance under any circumstances.
- **Liquor License:** If you intend offering tastings and/or selling alcohol, you must have the appropriate license to allow you to sell off your premises.

USE OF ELECTRICAL POWER

- Powered sites are available but limited. Power is allocated on a 'first come/first served' basis.
- Power requirements are to be included on the application form (number of outlets required and wattage).
- Fee for power is \$20/appliance.
- All electrical leads and fixtures are the responsibility of the siteholder.

INTERNET CONNECTION

- Connection to the Show Society's internet will be available on showday with a fee of \$10. You will receive the password on arrival.



EXHIBITOR GUIDELINES

- Exhibitors must demonstrate a positive approach towards the public, each other and Noorat Show committee and volunteers.
- All goods and products sold or exhibited on the day should be of high quality and presentation. Sales prices are to be kept in a realistic and affordable range.
- All cash transactions and sale of goods are the responsibility of the exhibitor.
- Exhibitors must notify the Society of additional equipment being used (eg. cool rooms) and power requirements.
- Exhibitors are permitted to provide their own signage for backdrop purposes.
- The Society reserves the right to relocate any trade exhibitor as it deems fit.
- The Society reserves the right to refuse entry or close down any exhibitor site that does not comply with the Exhibitor General Rules and Conditions of Entry.
- Compliance: Exhibitors shall at all times comply with the direction given by the Secretary or Site Coordinator whilst the Exhibitor occupies the site.
- **NOISE** - The use of amplifiers or loud speakers by any trade exhibitor is prohibited without prior written approval of the Society.

SECURITY OF DISPLAYS

- Security will be on the grounds on Friday night from 9pm to 7pm.
- Exhibitors are responsible for security of personal belongings including commercial stock during set up, during the show and clean up.

DISPLAY MATERIALS/TABLES/DIVIDERS

- The provision of dividers, tables and other display materials are the responsibility of the Exhibitor.

MARQUEES

- Erection of Marquees is permitted but need to be adequately secured with all guy ropes and stays within the boundaries of the allocated trade site.

HOUSEKEEPING/CLEANING

- The Exhibitor is responsible for cleaning and the condition of their site(s) during and at the close of the Show.

PRODUCT LINES

Exhibitors **MUST** list all product lines/services that they wish to display or sell. Only those items listed on the application form will be permitted to be sold. (Please note Banned Items List). The Society reserves the right to request the Exhibitor to withdraw from selling a certain product at any time. This condition forms part of the Exhibitor regulations.

Every effort is made to ensure that there are no exhibitors with similar or same product lines in the immediate vicinity. In the event that there are a number of exhibitors offering the same or similar products, applications will be dealt with at the Society's discretions and some applications may not be accepted.



BANNED ITEMS

In accordance with the Society's charter to promote a family atmosphere and entertainment, we request that the trade exhibitors respect the spirit of this charter and refrain from selling and exhibiting items of explicit or obscene nature or items promoting or referring to prohibited substances. The Society reserves the right to request that a trade exhibitor remove any item deemed to contravene this condition.

The Victorian Showmen's Guild and Victorian Agricultural Shows Ltd have agreed that the following items are banned at Agricultural Shows, including the Noorat Show. It is our view and aim to protect and attract families to the local shows.

LIST OF BANNED ITEMS 2024 - 2025

- Strictly Prohibited Items
- Fireworks & Crackers
- Explicit and Hardcore T-Shirts
- Explicit DVDs and Videos
- Fake Cigarettes
- Fuel Type Fire Lighters (Zippo)
- Iridescent Hair Spray
- Horns & Trumpets
- Knives (including Pen Knives)
- Metal and Wooden Martial Art Nun Chuckers
- Laser Pen Lights, Laser Toys and Laser Pointers
- Playing Cards (Nude or Lewd)
- Pressure Pack Fart Gas, Snow & Silly String
- Drug Related Goods (including Cocaine Kits, Bongos, etc)
- Stink Bombs
- Water Pistols longer than 150mm
- Water Bombs
- Bomb Bags
- Fire Wallets
- Bouncing Beans
- Toy Guns are acceptable however the following are NOT allowed:
 - Pellet Guns
 - Ball Bearing Guns
 - Replica Guns (Bullet Type)
 - Pop Downs (Throw Downs)
 - 8 Shot Caps
 - Strip Caps
 - Roll Caps
 - Potato Guns
 - Water Pistols (over 50mm/6")
 - Gel Blaster Guns
- Samurai Swords, English Swords and Fencing Swords are to be sold in Sealed Packaged by Licensed Traders ONLY.

Please note: It is the Exhibitor's responsibility to ensure they are compliant with the laws in regard to selling novelty items, including the current Dangerous Goods Act, that an illegal item is not sold at the Show. Banned or illegal items will be confiscated. The names of Exhibitors found selling banned items will be circulated to all other Societies and Police.



OCCUPATIONAL HEALTH & SAFETY REQUIREMENTS

Noorat & District Agricultural & Pastoral Society Inc is committed to providing a safe, healthy and environmentally friendly showgrounds for all stakeholders. We maintain an effective health and safety program and endeavour to comply with all statutory and common law requirements.

A full list of **SAFETY REGULATIONS FOR EXHIBITORS/COMPETITORS** is included below:

SAFETY REGULATIONS FOR EXHIBITORS/COMPETITORS

DUTY OF CARE: All exhibitors have a 'Duty of Care' to avoid exposing themselves or other people to unsafe situations that could lead to injury. The 'Duty of Care' extends to the prevention of damage to property.

EMERGENCY INFORMATION: Emergency information and maps showing Emergency Assembly Points are located in the various pavilions and buildings. Competitors and exhibitors should be familiar with these plans.

FIRST AID: During the Noorat Show, First Aid Services will be on site located at the northern end of the grounds, near the Show Office.

EMERGENCY & FIRE FIGHTING EQUIPMENT ACCESS: No obstruction is to be placed in the way of Fire Extinguishers, Fire Hydrants, Hoses or Exits. Firefighting and other emergency equipment must not be removed or used for any other purpose. Missing or unserviceable equipment should be reported to Administration immediately. At all times there must be access along all roadways for emergency vehicles.

HAZARD & INCIDENT REPORTING: Exhibitors must notify the Area/Pavilion Supervisor or Administration immediately if any hazards are detected or incidents occur. Hazards or incidents are any situation that could result in:

- (a) the injury, illness or death of any person;
- (b) the injury, illness or death of any animal;
- (c) the damage, destruction or loss of property;
- (d) fire;
- (e) other.

WASTE DISPOSAL: All waste, including liquids, must be disposed of responsibly.

HOUSEKEEPING: All areas must be kept in a clean and tidy order with clearly defined and available access and exit routes at all times. Build-up of combustible waste must be avoided.

SLIPS, TRIPS & FALLS: Care must be taken to minimize trip hazards and obstacles that people may walk into. Avoid laying unprotected cables or pipes or or above paths, walkways or roads.

SECURITY: Security Services will be on the grounds from 9pm Friday 15 November to 9am Saturday 16 November.



ELECTRICAL EQUIPMENT:

- (a) Competitors should supply their own Residual Circuit Device (RCD) ' Safety Switch' for installation at each power outlet they use.
- (b) Extension cords must be earthed, and all electrical appliances must be earthed or double-insulated at each power outlet they use.
- (c) All electrical leads and temporary electrical equipment must be tagged and tested.
- (d) Use of double adapters is strictly prohibited. Power boards must be fitted with current overload protection.
- (e) Radiant electric or gas heaters is prohibited.
- (f) No naked flame permitted.

WORKING AT HEIGHTS/LADDERS: Exhibitors must ensure safe work practices are employed to meet all safety requirements if working at heights. For any work above 2m, a Safe Work Method Statement (SWMS) is required.

FUEL, FIRE OR PYROTECHNICS: All appropriate permits are required.

AMUSEMENT STRUCTURES (INCLUDING INFLATABLE STRUCTURES):

Amusement structures are not to be used or operated unless:

- (a) A current Certificate of Registration can be provided and
- (b) Amusement operators are able to provide a current Certificate of Inspection issued by a professional engineer and qualified electrician.
- (c) Appropriate space and suitable ground surface is allocated for each ride, including access and egress for patrons.
- (d) Appropriate fencing surrounding rides.
- (e) Appropriate soft-fall area for inflatable structures.
- (f) Amusement operators are able to provide evidence that a thorough check of the inflatable structure and accessories is carried out prior to use (ensuring all anchor points, ropes and stakes or ballast are undamaged and fit for continual use).
- (g) The operator has procedures to ensure all tie down ropes attached to the device will be fastened to adequate anchorages and there will be adequate soft-fall area and appropriate fencing.
- (h) Inflatable and ferris wheel types rides operators must monitor prevailing wind conditions and the ride ceases to operate if winds beyond the ride's capacity are experienced.

LIQUID PETROLEUM GAM (LPG) CYLINDERS AND HEATERS: Exhibitors using LPG must ensure LPG cylinders are clear of ignition sources and are all in a well-ventilated area in accordance with AS/NZS 1596:2002 - the Storage and Handling of L Gas.

DRUGS AND ALCOHOL: No Exhibitor shall be intoxicated by alcohol or drugs while operating equipment at any time or while the show is open to the public.

DIRECTIONS OF NOORAT & DISTRICT A&P SOCIETY INC: Exhibitors must comply with any reasonable request of NOORAT & DISTRICT A&P SOCIETY INC Committee representatives, including the designated Health & Safety Office who will be onsite for the duration of the show.

WORKSAFE VICTORIA: Officers of the Worksafe Victoria may inspect and audit the Noorat Show. Exhibitors should comply with and obey all Worksafe Victoria directives and requirements at all times.



FOOD VENDORS

This information applies to all trade sites who are:

- Operating food vehicles, temporary food stalls and liquor stalls
- Selling showbags containing any food items at the Noorat Show

IMPORTANT NOTE:

All food vendors' facilities may be inspected by Health Inspectors or the Safety Officer during the show. Any food handler, vehicle or stall failing to comply with these requirements may be issued with an infringement notice and be asked to cease trading immediately.

REQUIREMENTS:

1. **Registration:** All temporary and mobile food vehicles must be registered under the Food Act 1984 (or equivalent) on FoodTrader. All Statements of Trade (SOTs) are to be lodged with the Corangamite Shire at least 5 days prior to operating within the shire.
2. **Structure of Food Vehicle:** All Food Vehicles are to be constructed in accordance with Australian New Zealand Food Standards Code (ANZSC).
3. **Hand Washing Facilities:** Ensure there is a designated hand wash basin within the food preparation area that is supplied with warm running water through a single outlet with a hand-free operation. The basin should be clearly labelled for washing hands, forearms and face only - not for any other purpose. The basin should be accompanied by dispensable soap and single use paper towel.
4. **Wastewater:** A wastewater holding tank must be fitted and emptied to an approved
5. **Fire Services:** A suitable fire extinguisher should be available if cooking appliances are fitted in the vehicle.
6. **Food Handling and Hygiene:** It is the operator's responsibility to ensure that the preparation, storage and service of food at each venue are in accordance with the Food Safety Standards. All foods must be displayed, served and stored in a manner that will protect it from contamination and spoilage.
7. **Records:** All Food Safety Programs must be completed as required and these records must be permanently kept on-site for inspection. This includes all hot and cold storage and display units to be monitored and recorded twice a day.
8. **Packaged Food:** All packaged food must be manufactured, packaged or supplied by a registered food manufacturer/premises. All packaged food must be labelled in accordance with the Food Standards Code and be in good condition dated with the 'best before' period. The 'best before' date must not be removed or altered.

Basic Labelling Requirements are:

- Name of food
- Name and address of manufacturer/importer
- List of ingredients
- Net weight of product
- Best Before date or Use-By date
- Nutritional Panel



FOOD VENDORS

9. Show bags containing pre-packaged goods: All food items must be packaged and comply with Section 8 above. PLUS the name and address of the seller/re-packager. In addition, all items contained in the show bags must not, in the opinion of the Show Committee, be dangerous to health or offence.

For further information, please contact the Environmental Health Officers, Corangamite Shire, phone 03 5593 7100.

10. **Showmen's Food Lines** - The following food lines including: "Dagwood Dogs - Waffles - Toffee Apples - Fairy Floss" are restricted to Showmen's Guild sales only. Vendors selling products outside the Showmen's area will be asked to remove them.