



## AUSTRALIA'S PREMIER DAIRY WEEK

### HOSTING: THE DAIRY FARM, TRADE & MACHINERY FIELD DAYS

TUESDAY 22nd TO THURSDAY 24th JANUARY, 2019

Proudly Supported by  
Dairy News Australia



## EXHIBITOR INFORMATION PACK



Join 60 companies to be part of the  
Dairy Farm Field Days Event in Australia.  
TATURA, Victoria, Australia

© 2018 International Dairy Week Pty Ltd

## AUSTRALIA'S PREMIER DAIRY EVENT

### The IDW DAIRY FARM & MACHINERY FIELD DAYS

Proudly Supported by Dairy News Australia

**WHEN: 22 to 24 JANUARY 2019**

**WHERE: TATURA, VICTORIA**

### SITE REGISTRATION FORM

Please fill out the following details and return to the IDW Event Manager with payment attached.

POST: PO Box 462, Tullamarine VIC 3043; or EMAIL [info@internationaldairyweek.com.au](mailto:info@internationaldairyweek.com.au)

ROBYN BARBER, IDW Event Manager : PHONE (0418) 656 082

Company Details	
Name:	_____
Address:	_____ _____
City / Town:	_____ State: _____ Postcode: _____
Contact Details	
First name:	_____ Surname: _____
Phone:	(____) _____ Mobile: _____
Email:	_____
Exhibitor Information	
Attached to this application form is the Exhibitor Information. You should read this and the Terms and Conditions outlined at the bottom of this form carefully and before signing.	
Field Days - Opening Times	
The IDW Dairy Farm & Machinery Field Days will be open to the public during the following times for 2019: Tuesday – 9.00 am to 5.00 pm Wednesday – 9.00 am to 5.00 pm Thursday – 9.00 am to 2.00 pm	
Site Sizes and Prices	
Please tick the site size you require. All sites are located on the Main Oval. Please note that this charge does not include power or marquee facilities. Please note that site fees from 2 December will increase by \$100.00 as per below.	
<b>By 1 December 2018:</b>	<b>Price From 2 December 2018:</b>
<input type="checkbox"/> 3m x 3m display area = \$300.00 (inc GST)	\$400.00 (inc GST)
<input type="checkbox"/> 6m x 6m display area = \$400.00 (inc GST)	\$500.00 (inc GST)
<input type="checkbox"/> 12m x 12m display area = \$700.00 (inc GST)	\$800.00 (inc GST)
<input type="checkbox"/> 18m x 18m display area = \$1000.00 (inc GST)	\$1100.00 (inc GST)
<input type="checkbox"/> 24m x 24m display area = \$1300.00 (inc GST)	\$1400.00 (inc GST)

<b>Electrical Requirements</b>				
Power can be supplied at a cost of \$100 inc GST however Exhibitors need to identify if they require :				
<input type="checkbox"/> Single phase;                      or <input type="checkbox"/> Three Phase				
<b>Payment of Site Required with Booking</b>				
Payment for the site is required with this Booking Form. Payment can be made via Credit Card, Cheque or EFT which must be received within 48 hours of the form being returned or by cheque attached to the booking form. Your site is not allocated until payment is received. International sponsors will also be subject to payment of appropriate bank debit charges if using foreign bank to transfer monies. Payment details are found at the signature section of this form.				
<b>Exhibitor Products</b>				
✓ For inclusion in the Official Program please tick a maximum of 2 categories:				
<b>Air-conditioning &amp; Heating</b>		<b>Farm supplies &amp; rural merchandise</b>		<b>Pipes &amp; Fittings</b>
<b>Air compressors, Hoses &amp; Fittings</b>		<b>Feeding Equipment</b>		<b>Pumps &amp; Water Systems</b>
<b>Airseeders &amp; Planters</b>		<b>Fencing, Gates &amp; Yards</b>		<b>Seeds &amp; Additives</b>
<b>Agronomy &amp; farming advice</b>		<b>Fertilisers &amp; Suppliers</b>		<b>Sheds &amp; Farm Buildings</b>
<b>Animal Health</b>		<b>Field Bins</b>		<b>Silos &amp; Grain Storage</b>
<b>Chemicals &amp; Pest Control</b>		<b>Flooring Equipment</b>		<b>Solar &amp; Alternative Energy</b>
<b>Climate Change and weather forecasting</b>		<b>Fuel Tanks, Fuels Oils &amp; Lubricants</b>		<b>Sprayers &amp; Equipment</b>
<b>Clothing, Footwear, Workwear</b>		<b>GPS Equipment &amp; Precision Farming</b>		<b>Tanks, Cartage &amp; Storage</b>
<b>Compressors &amp; Airtools</b>		<b>Hay, Silage &amp; Fodder Equipment</b>		<b>Tools - Hand &amp; Power</b>
<b>Computers, Cameras &amp; IT Equipment</b>		<b>Homewares &amp; Garden</b>		<b>Tractors, Parts &amp; Components</b>
<b>Communications, Mobile Phones, UHF</b>		<b>Irrigation</b>		<b>Trailers &amp; Toolboxes</b>
<b>Concrete Products</b>		<b>Livestock &amp; Equipment</b>		<b>Trucks &amp; Equipment</b>
<b>Earthmoving &amp; Heavy Machinery</b>		<b>Motorcycles &amp; Quad bikes</b>		<b>Water Storage &amp; Treatment Systems</b>
<b>Environmental Management &amp; advice</b>		<b>Mowers, Mulchers &amp; Slashers</b>		<b>Welders &amp; equipment</b>
		<b>Organic and sustainable farming</b>		<b>Windmills, Pumps &amp; Troughs</b>
				<b>Other (specify below)</b>

### Marquees & Other Hire Equipment

You may supply and install/remove your own marquee and other hire requirements. IDW use Bourke Hire at Cobram. Contact Chris King on (03) 5872 1433; Email : [info@bourkehire.com.au](mailto:info@bourkehire.com.au).

### Site Set-Up

Sites can be set up on Monday and then dismantled from 2.00 pm on Thursday. Unloading and loading facilities will only be available on the Monday between 10.00 am and 4.00 pm and Thursday from 1.30 to 7.00 PM.

### Advertisement in Dairy News Australia and IDW Program

The official media partner for the field days is Dairy News Australia. Dairy News Australia will release special advertising rates for a multi-page field day feature leading up to the event in the December edition. Dairy News Australia will contact you directly with these rates and details of the feature. An official Field Days Program will also be produced and you will be contacted to arrange your advertisement in this publication. This guide will be distributed to homes throughout dairy regions of Victoria. IDW will provide a site map and list of exhibitors in the Guide. All other advertising in the guide is the responsibility of the Exhibitor.

### Unloading Facilities

Unloading facilities appropriate to what is required will be organised for:  
 Monday – 10.00 am to 6.00 pm  
 Thursday – 1.30 pm to 6.00 pm  
 Please identify what equipment/machinery you need to unload:

### Public Liability Insurance

This section must be completed in full. If you do not possess public liability insurance you will not be permitted to display at IDW.

Insurer: \_\_\_\_\_

Policy Number: \_\_\_\_\_

Date Paid to: \_\_\_\_\_

Indemnity \$: \_\_\_\_\_

IDW reserves the right to require that a Certificate of Currency to \$10 million be provided.

### Site Safety Plan

A Site Safety Plan must be completed by the Exhibitor and a copy given to the IDW Event Manager upon arrival at IDW or beforehand. This will be held on file by the IDW Committee.

### Site Location

All sites for the IDW Field Days will be located on the main oval at Tatura Park unless deemed unsuitable by the IDW Committee. If the wet weather contingency plan is required sites will be placed on the roadside adjacent to the main entry to Tatura Park. Exhibitors who attended the previous year will be allocated sites prior to new bookings. IDW has a 'first right of refusal' policy to exhibitors who were involved in the event the previous year. Display areas on the oval shall not be allocated until confirmation as been received from the previous years' exhibitors. IDW organisers have the right to change site locations, if required before the event. Site location will also be subject to power requirements. Sites will be allocated from 1 January 2019 and included on the official site map. Bookings made after this time may not appear on the official site map.

### Application Terms and Conditions

1. This application completed and properly signed by the Exhibitor shall be received at the IDW office by 1 November 2017. Applications received after that date may incur additional site fee charges and will only be accepted at the discretion of the IDW Committee.
2. The IDW Committee reserves the right to regulate the use of machinery on static display sites which produces excessive noise causing annoyance to other exhibitors and the public.
3. The IDW Committee & staff shall have the power to enter upon the area described at any time and remove any article, sign, picture or printed matter, which in their opinion may be a cause of offence to the public or the officials of the Committee.
4. Except with the written consent previously obtained of the IDW Committee, the Exhibitor shall not assign or sub-let or part with the possession of the whole or any part of their allocated space or purports to do so.
5. Payment of site fee must be received in full by 1 November 2017.
6. IDW has the right to refuse an application if the exhibitor's business does not fit the requirements of the IDW Dairy Field Days.
7. Exhibitors hereby accept all responsibility for, and shall hold the IDW Committee indemnified against any damage or injury to any person, persons or property which may be occasioned by or arise out of the use of any machinery, implement or apparatus of any nature whatsoever used in connection with the stand and/or demonstration.
8. Exhibitors hereby undertake to faithfully conform with the requirements of any Act of Parliament which may govern the erection of structures, displays and/or demonstrations and/or sales of machinery and other products, and also to conform with any regulations, by-laws or ordinances made under such Acts of Parliament or by any Government, Semi-Government or local Government Authority duly authorised to make regulations, by-laws ordinances in connection herewith.
9. The IDW Committee shall have the right to sell by public auction or private treaty any structure or part thereof or any plant or equipment which is or has been erected or placed on the space or upon the said site and remains after the expiration of five days (5) from the completion of the said IDW Dairy Field Days, such equipment will be charged a removal fee of \$200 per item.
10. The IDW Committee shall not be liable for any loss or damage to the Exhibitors property whilst on the said area.
11. If the IDW Committee should find it necessary or expedient to cancel or postpone the IDW Field Days this contract shall cease to operate upon notice to that effect, signed by the Event Manager, served on the Exhibitor by handing it to him personally or by posting to him in a prepaid envelope or wrapper at his address here-mentioned or at the option of the IDW Committee by handing or offering it to any person who appears or is thought by the Event Manager to be an employee, agent or partner of the Exhibitor. The IDW Committee shall not be liable to the exhibitor for any compensation whether on the ground of loss of profits or otherwise on respect of such cancellation or postponement and the Exhibitor shall not be entitled to any refund or payment of any money paid by the Exhibitor in relation to this application.
12. New equipment only may be displayed for sale. Second-hand equipment will not be permitted for sale.
13. The Exhibitor shall not conduct or permit or suffer to be conducted on the space any competition, raffle or game without authority of the IDW Committee.
14. Livestock are not permitted on the main oval.
15. Flag poles over three (3) metres in height are not permitted to be erected within two (2) metres of any point directly below overhead power lines.
16. Exhibitors are responsible for the condition of the site allocated by this contract, at the commencement of the IDW Dairy Field Days and upon the completion of such Field Days, Exhibitors shall clean such area to the satisfaction of the IDW Committee. Sites left unclean risk a fee being charged for cleaning and future acceptance of site applications.
17. The IDW Committee reserves the right to cancel this contract and to retain any money paid in relation thereto if there is in the opinion of the IDW Committee an infringement of any of the foregoing conditions and/or if the Exhibitor does not occupy the space at the commencement of and during the full period of the International Dairy Week Dairy Field Days.
18. The IDW Committee reserves the right if it considers it necessary expedient or desirable to do so to cancel or to suspend the operation of this Contract by notice served on the Exhibitor as provided in Clause 10 in the event of any occurrence or happening which in the opinion of the IDW Committee justifies it in so doing. Moreover, the committee shall not be liable to pay the Exhibitor for any compensation whether on the ground of loss or profits or otherwise or any refund or payment of any money paid by the Exhibitor in relation to this Contract in respect of such cancellation or suspension.
19. The IDW Committee reserves the right to amend operating conditions as specified at any time.
20. The Committee reserves the right to reallocate any sites which are not occupied by 6.00pm, Monday 22 January 2019.

## Exhibitor Payment and Agreement

### Payment Options:

Please select which option to pay for site and power fee (if required):

- Cheque (details below)
- EFT (details below)
- Credit Card (details below)

Site Cost: \$ \_\_\_\_\_ + Power Fee: \$100 (IF REQUIRED) = \_\_\_\_\_ inc GST.

### Acknowledgement of Terms and Conditions

In consideration of the Terms & Conditions and Exhibitor Information as explained above and attached, I, being a duly authorised representative of the Exhibitor, undertake on the Exhibitor's behalf to abide by the Terms & Conditions and Exhibitor Information.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### EFT details are (PLEASE QUOTE BUSINESS NAME IN REFERENCE):

Account Name: International Dairy Week

BSB: 083 894

Account Number: 18 216 3731

OR: **Cheques** to be made payable to "International Dairy Week" and posted to:  
 PO Box 462,  
 Tullamarine BC  
 Tullamarine VIC 3043  
 Australia

### OR: CREDIT CARD AUTHORITY

I authorise International Dairy Week to charge my credit card the amount of \$

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ CVV: \_\_\_\_\_ Expiry Date: \_\_\_\_/\_\_\_\_

Name As it appears on the Card: \_\_\_\_\_

Contact Email for the Cardholder: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

## EXHIBITOR INFORMATION

### Welcome to IDW

Australia's International Dairy Week is a must attend event for any person with an interest in the dairy industry.

Australia's dairy industry, although it has gone through some turbulent times is still prominent within Australian agriculture and IDW is the ideal place to show it to the world.

In the heart of dairy country, Tatura offers a comfortable family friendly venue and I am confident that we can offer your business the best possible opportunity to interact face to face with a large number of customers, both existing and new. Each year 6000 dedicated dairy farmers, breeders and industry personnel attend IDW.

The Farm and Machinery Field Days will utilise the spectacular oval facility adjacent to showcase machinery products and the like. We acknowledge the assistance of the Tatura Football and Netball Club and the City of Greater Shepparton for their support in accessing these wonderful facilities.

Please do not hesitate to contact any of the co-ordinators listed alongside if you require any assistance in booking your attendance at this event.

Thank you for considering the field day event to showcase your products and promote and grow your business. I look forward to welcoming you in January 2019.

**Brian Leslie**  
**Director**

### IDW Dairy Farm & Machinery Field Days

#### Contact Information:

#### IDW Committee:

Director: Brian Leslie

Director: Scott Lord

IDW Event Manager: Robyn Barber

#### Contacts:

#### Event Management:

Robyn Barber – 0418 656 082

#### Postal Address:

PO Box 563  
Tullamarine VIC 3043  
Australia

**Web:** [www.internationaldairyweek.com.au](http://www.internationaldairyweek.com.au)

**Email:** [info@internationaldairyweek.com.au](mailto:info@internationaldairyweek.com.au)

## What is IDW?

International Dairy Week (IDW) is Australia's premier dairy week. Held annually over five days it is the meeting place for all involved in the dairy industry and is an opportunity for Australia to showcase its dairy industry to the world.

A number of dairy related events are held during the week including:

- Cattle Shows
- Cattle Sales
- Farm & Machinery Field Days
- Workshops & Seminars
- Property & Progeny Tours

Now in its 29th year of operation International Dairy Week (IDW) is the largest annual dairy cattle show and sale in the Southern Hemisphere and is nationally and internationally recognised as being amongst the top five shows in the world. It is indisputably the most prestigious event in the Australian dairy industry, showcasing the best quality dairy cattle to over 6,000 visitors from every state in Australia and over 20 countries internationally. The iconic event showcases the best from Australia's dairy breeds including Holstein, Jersey, Illawarra, Brown Swiss, Ayrshire and Guernsey.

IDW has evolved into an important and integral event on the Australian dairy industry calendar and acts as a barometer for social, economic, agricultural prosperity and growth in the dairy industry.

## THE VENUE

The event is held in Tatura, Victoria in the heart of Australia's dairying area and is located two hours drive from Melbourne International Airport. The state-of-the-art undercover facilities were developed by local and state government support. The Tatura Park showgrounds provide a fitting environment for the event. There is plenty of free parking for visitors in the surrounds Tatura Park.

## MARKETING OF THIS EVENT

The IDW Field Days, held over three days (Tuesday, Wednesday & Thursday) on the main oval at Tatura Park, is a chance to provide innovation, education and technology to a wide range of dairy producers. Running concurrently with seminars and Australia's premier cattle shows, the event will ensure a complete showcase of the Australian dairy industry for people to move around.

Significant publicity leading up to the event will be arranged in Dairy News Australia, FM Radio, The Australian Dairyfarmer, Country News, Win TV, The Weekly Times, The Stock and Land, Murray Dairy Newsletter, Tatura Milk Newsletter and local newspapers. Social media is also extensively used in the lead up to IDW.

### 1. ALLOCATION OF SITES

Site booking forms need to be completed and returned by 1 December 2018. Sites will then be allocated by the IDW Committee. Unsuccessful or late applications will be placed on a waiting list and applications will be considered if sites become available.

To ensure we maintain the high quality and range of exhibits, the IDW Committee reserves the right to accept or reject any application and the decision shall remain final.

Application forms must be submitted by fax, post or email. All required information must be completed in and the form signed.

### 2. PAYING FOR A SITE

Full payment is required by 1 December 2018. Exhibitors will not be permitted on site without full and total payment. EFT payment or payment by cheque or credit card is available.

### 3. LATE APPLICATIONS

Late applications for sites will be accepted if room permits, however applications received after 1 December 2018 may miss advertising deadlines and will pay a higher site fee.

### 4. REFUNDS & CANCELLATION FEES

A refund, less a 20% administration fee, will be made for cancellations made prior to 1 December 2018, after which date no refund will be applicable. Cancellations must be confirmed in writing, addressed to the IDW Event Manager, PO Box 462, Tullamarine, VIC, 3043.

### 5. SITE SHARING



Exhibiting companies are expected to promote just their own products and business from their site. Where a site holder has one or more companies and products and one or more different company representatives present on their site that are not part of their business a site sharing fee of \$150 (GST included) must be paid to IDW for each company or representative sharing the site. This will:

- a) Cover the company under our Public Risk Insurance Policy.
- b) List the company in the Official Program, including the product listings and site location.
- c) List the company on our website.

#### **6. EXHIBITOR PASSES**

You will receive exhibitor entry passes leading up to IDW. Please make sure your staff or representatives have been issued with the appropriate passes.

#### **7. PRODUCT LISTINGS**

A listing of exhibitors' products and services will be included in the IDW Dairy Field Days Official Program. The Product Listing section in this application must be completed to ensure inclusion. Please circle a maximum of two (2) categories and return this form.

#### **8. SITE SET UP**

Sites can be set up from 9.00 am on Monday 21 January 2019. Large equipment/machinery etc must be finished by 4.00 pm. Machinery or vehicle access to the oval will not be permitted after this time.

#### **9. PUBLIC OPENING TIMES**

The oval will be open to the general public from 9.00 am pm to 5.00 pm on the Tuesday and from 9.00 am to 5.00 pm on Wednesday and from 9.00 am to 2.00 pm on Thursday. Exhibitors will be allowed to enter the site from 8.00 am. Any exhibitor requiring access to the site before 8.00 am on the above stated days must make prior arrangements with the Event Manager.

#### **10. SITE SECURITY**

Overnight site security will be in place from 9.30 pm Monday to 5.30 am Thursday. The site will be closed to exhibitors and the public during these times. It is not recommended that you leave display televisions or computer screens on site however.

Outside of these times, security of individual sites is the full responsibility of the Exhibitor.

#### **11. UNLOADING FACILITIES**

Facilities to help unload machinery or equipment will be available on Monday and Thursday PM. Exhibitors can assist with this by identifying what machinery they will require assistance in unloading or loading.

A Manitou or forklift required prior to the field days and outside the nominated days above must be arranged by the exhibitor at the exhibitor's expense.

#### **12. REMOVAL OF EXHIBITS**

Exhibitors are reminded sites must be operational until 2.00 pm on the final day of the field days. Vehicles will not be permitted onto the site until after 1.30 pm on this day or unless a decision by the IDW Committee allows earlier access. Exhibitors must ensure their site is completely cleared by 7.00 pm on Thursday 24 January 2019. Anything left after this period of time will be charged a removal fee of \$200 per item.

#### **13. EXHIBITOR PARKING AND VEHICLE ACCESS**

In the interest of public safety, risk management and Occupational Health and Safety requirements, vehicle access to the site will be kept to an absolute minimum. Exhibitors will not be permitted to park their vehicles inside Tatura Park and around the oval site. Free parking is available on the streets surrounding Tatura Park. If the exhibitor wishes to use a vehicle as part of the site display (ie corporate display vehicle with promotional signage) this must be indicated on the Site Application Form. The vehicle must remain stationary on the exhibitor's site at all times and will not be permitted to leave until after the field days conclude.

Vehicles found incorrectly parked or driving around the site will be asked to leave.

Exhibitor vehicles, transport trucks and contractors will not be able to exit or enter the site until 2.00 pm on the Thursday. If any exhibitor wishes to leave the site early on the final day then they will need to manually remove items from the site and carry to their car.

**14. FIRST AID**

St. John's Ambulance will be present on site and will be available to administer first aid if required.

**15. OCCUPATIONAL HEALTH AND SAFETY & SITE SAFETY**

All Exhibitors, their employees and/or volunteers must abide by the Occupational Health and Safety Act. The site allocated to you is considered an extension of your workplace. You and the IDW Committee have responsibility for the safety of staff and visitors to your site.

A formalised Site Risk Assessment & Checklist has been established to assist exhibitors with public safety. Each exhibitor must complete the Plan and lodge it with the Event Manager prior to 9.00 am Tuesday 22 January 2019.

In developing this safety Plan the IDW Committee has adopted the various codes of practice that apply by law throughout the State of Victoria. In addition, all your employees, volunteers or sub-contractors assisting you with your stand preparation or your exhibit must be aware that the safety procedures that apply at the Field Days also apply to them. Site Safety representatives will inspect sites during the field days to ensure compliance with all conditions.

IDW will not tolerate any form of harassment or bullying by Exhibitors and this will be strictly dealt with.

**16. DAMAGE TO SITES**

Exhibitors will be responsible for any damage to the site or ground along with heavy damage to the surface.

**17. GAS SAFETY**

The storage and handling of LP Gas, including the use of BBQs in marquees, need to comply with the new code of practice for the safe use of LPG gas at public events in Victoria. All appliances (including BBQs) need to display an approved badge as being certified. Gas cylinders (including balloon gas) must be securely attached to a solid object to prevent the cylinders being knocked over.

**18. PUBLIC LIABILITY INSURANCE**

IDW has Liability Insurance Cover of \$10 million. The policy has been extended to indemnify exhibitors for their legal liability against bodily injury or damage or property of third parties as a result of an occurrence caused by the negligence of the Exhibitor. The cost of this cover has been included in your application fees. The indemnity is limited to the confines of your allocated site therefore, demonstrations etc carried out away from your site, would not be indemnified under the IDW Policy.

**19. DANGEROUS GOODS STORAGE**

When quantities of dangerous substances are stored on site it is necessary that a Composite Warning Sign be displayed. Exhibitors should contact the Country Fire Authority to seek the correct signage if they believe they come under the regulations.

**20. EQUIPMENT HYGIENE**

Exhibitors are requested to ensure all machinery and equipment is cleaned before entering the Field Days site to avoid the transference of foreign and noxious weeds.

**21. FIRE DANGER**

As the field days are conducted during the fire danger season exhibitors are not allowed to conduct any demonstrations or activities which present a fire risk.

**22. TEMPORARY STRUCTURES / MARQUEE & HIRE EQUIPMENT**

Exhibitors are able to erect temporary tents or marques on the site but must ensure they are safely and legally pegged down.

Exhibitors are permitted to bring their own flooring, marquee or tents to the Field Days, however if hiring is required then IDW recommend Bourke Hire. All equipment required on site is to be paid for by the exhibitor and is not included in the site fee.

Contact Chris King at BOURKE HIRE : PHONE (03) 5872 1433 | MOBILE 0408 990 639 | EMAIL [info@bourkehire.com.au](mailto:info@bourkehire.com.au).

**23. WASTE COLLECTION**

Rubbish bins are provided at strategic locations around the site and are emptied daily. Recycle cages will be placed around the site for the placement of cardboard or paper packing materials. Exhibitors must remove all waste from their sites at the conclusion of the Field Days event.

#### **24. SITE BOUNDARY**

Signage, banners, sandwich boards, displays, equipment and permitted vehicles must be confined within the boundaries of the allocated site. This also includes tent pegs. Equipment which is raised into the air must also comply with this ruling, ie augers. In the interest of public safety and to maintain the aesthetic standard of the event, the IDW Committee reserves the right to remove or relocate all goods located outside the site boundaries.

#### **25. ELECTRICITY/POWER**

If required, sites can be serviced by 240 volt or 3 phase power. Exhibitors must provide their own extension leads and safety switches. These must be approved and tagged by a qualified person in order to be used legally on site. Exhibitors are reminded that power outlets are not to be used for kettles and urns as this can cause disruptions to the electricity supplies.

#### **26. PRINTED MATERIAL**

Exhibitors are not allowed to hand out material at the gates, carpark or throughout the park. Exhibitors may only do so from their allocated site.

#### **27. STATIC DISPLAYS & DEMONSTRATIONS**

Static displays and demonstrations can be carried out at any time within the exhibitor's site boundary, however safety of the general public must be considered at all times.

#### **28. INTERNET SERVICES**

Wireless broadband (using your own portable wireless modem) and digital mobile phone coverage is available at the site. Free WIFI access will be available within the Blackmore & Leslie Complex.

#### **29. FOOD & REFRESHMENTS**

Food and refreshments are available in two locations – Wilson Hall and the Ballantyne Centre and at a number of vendor vans on site. Lunch and Evening Meals are available in the Ballantyne Centre on the Wednesday and Thursday of the Field Days whilst sandwiches, rolls, drinks etc may be purchased through Wilson Hall. No lines of credit are available. Any catering required during the Field Days must be organised with the Tatura Football & Netball Club, contact Gaye Eaton on 0407 864 932.

Exhibitors are not permitted to sell food to visitors and clients during the Field Days. Exhibitors wishing to give food away on a complimentary or sample basis must notify the IDW Committee and operate within the requirements of Health Control.

#### **30. ALCOHOL ON EXHIBITOR SITES**

Exhibitors are not permitted to sell alcohol to be consumed during the Field Days to visitors/clients or patrons. Alcoholic beverages can be purchased from the Ballantyne Centre. Consumption of free alcoholic beverages by staff and associates within your allocated exhibit site area must be completely screened off from the public and not advertised.

#### **31. ACCOMMODATION**

Exhibitors are required to arrange their own accommodation and are encouraged to do so as early as possible. Contact the Greater Shepparton Visitor Information Centre on : **Telephone** - (03) 5831 4400  
**Email** - [info@discovershepparton.com.au](mailto:info@discovershepparton.com.au).

#### **32. NOISE CONTROL**

The IDW Committee reserves the right to monitor and control noise at site exhibits and the operation of machinery which causes undue noise or inconvenience to other exhibitors and/or patrons.

#### **33. PUBLIC ADDRESS SYSTEM**

This service is only available for Field Days announcements and emergency paging.