



# Kumeu Show 2016

Saturday 12<sup>th</sup> & Sunday 13<sup>th</sup> March

## About the Kumeu Show

The Kumeu Agricultural & Horticultural Society (KAHS) was formed in 1921 with a purpose to improve the Kumeu districts horticultural growing and animal breeding activities by having an annual show held on land loaned for the event on the main highway in Kumeu. About 1953 the Society purchased a 17 hectare farm near Kumeu railway station, followed some years later by a neighbouring 17 hectares to form a working farm that in March each year hosts the 2 day Kumeu Show with its agricultural and horticultural displays on park like grounds only 28km from Auckland CBD.

Largely run by volunteers the show grounds host many other activities during the year such as Folk Festivals, Filming Activities, Fireworks displays, Performing dogs and Hot Rod type shows with any surplus funds being reinvested in ground and building improvements.

In recent years, the Kumeu Show has attracted record numbers of trade exhibitors and visitors. We are proud to say that we are the biggest 2 day A&P Show in the Northern District.

Exhibitors benefit greatly at our show. Some of these benefits are:

- They are able to generate new customers and sales leads
- Promote and educate customers on their product
- Brand exposure

## Trade in 2016

Each year we ask for exhibitor and show feedback. Drawing on this the Kumeu District A & H Society has made some changes in the layout for the 2016 year. Please see the Site Map for more details on these.



# BOOKING INFORMATION

## SITE OPTIONS AND PRICING

Type	Size	Power	One Day Entry Passes	If booked before 1 <sup>st</sup> Feb	Price for both Days after 1 <sup>st</sup> Feb
<b>Garden Centre</b>	5m (wide) x 10m (deep)	No	4 Entry Passes 1 Vehicle Pass	\$200 incl GST	\$240 incl GST
<b>Arts &amp; Crafts</b>	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	No	4 Entry Passes 1 Vehicle Pass	\$200 incl GST	\$240 incl GST
<b>Trade Companies</b>	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	No	10 Entry Passes 2 Vehicle Passes	\$240 incl GST	\$300 incl GST
<b>Trade Companies</b>	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	Single Phase 15 amps max	10 Entry Passes 2 Vehicle Passes	\$400 incl GST	\$450 incl GST
<b>Food Vendor</b>	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep).	No	20 Entry Passes 2 Vehicle Passes	\$450 incl GST	\$500 incl GST
<b>Food Vendor</b>	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep).	Single Phase 15 amps max	20 Entry Passes 2 Vehicle Passes	\$650 incl GST	\$700 incl GST
<b>Food Vendor</b>	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep).	3 Phase 15 amps max	20 Entry Passes 2 Vehicle Passes	\$800 incl GST	\$850 incl GST

### Booking your Site

Complete the Trade Site Application Form and send it with your payment by cheque or Direct Credit to Kumeu A & H Society (payment information is on the Application form).

Once the payment is received a site will be allocated and a confirmation package will be sent to you. Please note that we have changed our site plan this year. Sites are allocated in order of receipt of application with full payment.

You can download and complete the Trade Site Application Form from [www.kumeushow.co.nz](http://www.kumeushow.co.nz) Site map can be viewed and downloaded from our website.

### Gate Passes

Please see table above for gate passes. Note that additional passes can be purchased from the office at \$10 each (purchase must be done from the office before show dates). Discounted amount is not available on show days.

If Passes are lost no replacement passes will be issued.

### Vehicles and Parking

For each Trade site booked you will receive a vehicle pass as per the table above. These are not valid as entry tickets. Vehicle occupants must each surrender a One Day Pass.

Entry Gate will be through Gate 2 – Trade Exhibitors Gate on Access Road. Please present your vehicle pass on entry each day – ticket is valid for both days. Please display your vehicle pass on the dashboard for each day. Please note that no replacement tickets will be issued if lost. If lost, public parking area to be used for parking.

Any vehicles in thoroughfares after 8:00am, or creating a hazard will be towed away at the owner's expense.

Your Trade site permits one vehicle to be parked on your site within your site boundary. This must be done before 8:00am on Show Days, and must not be removed until 5pm on Show days.

# Terms & Conditions

## Site Applications

1. Site applications must be completed in full.
2. Sites will only be allocated to fully paid applications. Anyone arriving on the Show day without confirmed paid booking will be asked to leave the grounds.
3. We do not hold sites without full application and payment.
4. First come first serve basis – this avoids sites being left open on the day (not good for the neighbouring exhibitors).
5. Any breach of the conditions will see the trade exhibitor being asked to comply with the conditions. Failure to do so will result in the exhibitor being asked to leave the grounds.
6. Strictly NO Dogs allowed on sites. Exhibitor will be fined \$500 on the spot if dogs are found on their site.
7. Trade exhibits will be subject to inspection and any requirements to comply will be at the exhibitor's cost.

## Site Number Allocation

1. You are unable to select your own site.
2. We will start allocating sites from the 1<sup>st</sup> February. After this date sites will be allocated as first come, first serve basis.
3. We reserve the right to change site allocation without notice.

## Setting up and Dismantling and Security

1. Access to sites for set up is from Thursday 10<sup>th</sup> March 2016. Gates will be open from 9am to 6pm Thursday 10<sup>th</sup> and Friday 11<sup>th</sup> March 2016.
2. Security will be on site overnight on Thursday 10<sup>th</sup>, Friday 11<sup>th</sup>, Saturday 12<sup>th</sup> and Sunday 13<sup>th</sup>. On each Show day, set up of site must be completed by 8:00am and may not be shut down before 5pm.
3. Access to your site on Show days is from 6:00am Gate 2, Access Road.
4. Please ensure you have adequate insurance on all your property, products, vehicles and equipment while on the grounds. Kumeu A & H Society does not accept any liability for any loss or damage to Trade site holder's property.
5. The grounds must be vacated by 5.00pm Monday 14<sup>th</sup> March 2016. Please advise the office if you need an extension on this time.

## Powered Sites and Water

1. If a powered site is booked, exhibitors must provide their own extension cord. Extension cords for trade sites are plugged into generators supplied by the Kumeu Show with a maximum of 15 amps. 32 amps are available on request.
2. Please ensure all electrical equipment and leads meet the safety standards and are appropriately tagged.
3. Exhibitors are to ensure all cords, plugs and fittings are safe, secure and out of the way of people moving about, and out of the way of water.
4. Water taps are located around the grounds.

## Sites

1. All exhibitors must ensure that their exhibit remains within the boundaries of their site and exhibitors must order appropriate space for their display.
2. All sites are uncovered on grass, 5 x 10 metres or 10 x 5 meters (please refer to the site map)
3. Kumeu A & H Society reserves the right to request a display be removed if it does not fit with the space ordered.
4. Amplification will be permitted at the discretion of the Kumeu A & H Society. Consideration must be given to neighbouring exhibitors.
5. All pegs and displays must be within your boundary. Site holders to supply all they require on site.
6. Powered Sites are available in restricted areas. Site holders must supply own safety leads.
7. No generators are allowed on sites. Powered sites are to be booked.
8. All rubbish is to be removed from sites.

## Food Vendors

1. All operators selling food or drink are classed as a commercial food site. Whether your food stall is commercial or a fundraiser we require a copy of your current food operator's license (commercial). Original certificate to be displayed on your site on Show Days (for council inspection on the days).
2. If applicable, please supply a copy of your electrical certificate.
3. Please note that we have a limited amount of Food Vendor sites available.
4. All sites selling food as part of a fundraising effort must apply in writing to the Kumeu A & H Society for approval. Sites distributing or selling food that without prior approval will be asked to leave.
5. No Site is allowed to sell Carnival Foods e.g. Candy Floss, Hot Dogs, etc. as there is currently an exclusive license in place for these products.
6. Please ensure you comply with the new regulation around food trading.

## Cancellation

1. In the unlikely event of the Kumeu Show being cancelled, the Kumeu A & H Society will refund the full application fee paid.
2. The Kumeu A & H Society will not be liable for any compensation to the exhibitor whatsoever as a result of cancellation or postponement.
3. Any money refunded to the exhibitor as a result of cancellation or postponement of the Show will be at the discretion of the Kumeu A & H Society.
4. Refunds for exhibitors' cancellation will be issued less 25% administration fee, if you advise in writing 14 days before the Kumeu Show. All tickets must be returned before refund is issued.
5. If any Exhibitor cancels within 14 days of the Kumeu Show, no refund will be issued.

# Trade Site Agreement Conditions

1. No stall under the Side Show License Act to be allowed in the Trade Space area.
2. All Trading activities must be conducted from Trade site purchased by Exhibitor.
3. All Trade Exhibits to remain open until 5pm both Days. Strictly no One Day Trading.
4. The Kumeu A & H Society will pass on details of Trade Exhibitors to any interested parties.
5. Vehicles parked in Roadways or Access ways will be towed away at the owner's expense.
6. The Kumeu A & H Society does not accept any liability for any damage incurred to vehicles/trailers whilst in their care.
7. No pegs, signs or fences are to be outside site boundaries.
8. No Dogs other than Competition or Dogs Allowed by Legislation are permitted on the Kumeu A & H Society Grounds.
9. All sand / sawdust must be removed from the Trade sites.
10. No sandwich boards or signs are permitted in thoroughfares.
11. The Kumeu A & H Society does not accept any liability for any loss or damage to Trade Exhibitor's property.

Please Sign your Trade Applications form that you have read and understood the Terms and conditions.

Disclaimer: Every effort has been made to ensure that the information is correct at the time of printing. No responsibility is accepted for any changes made subsequently.



SATURDAY 12<sup>th</sup> & SUNDAY 13<sup>th</sup> MARCH 2016

## Trade Site Application 2016

Please complete this form in full and return by 31<sup>st</sup> January 2016

Company / Organisation Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Post Code \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Mobile number: \_\_\_\_\_

Type of Display / Products including accompanying structures/trailers etc.

**THIS MUST BE COMPLETED AND SHOULD ACCURATELY REFLECT PRODUCT RANGE OR PURPOSE OF DISPLAY.**

### Site Options and Pricing

Type	Size	Power	Number required	One Day Entry Passes	If booked before 1 <sup>st</sup> Feb	Price for both Days after 1 <sup>st</sup> Feb	Total Cost
Garden Centre	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	No		6 Entry Passes 1 Vehicle Pass	\$200 incl GST	\$240 incl GST	\$
Arts & Crafts	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	No		6 Entry Passes 1 Vehicle Pass	\$200 incl GST	\$240 incl GST	\$
Trade Companies	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	No		20 Entry Passes 2 Vehicle Passes	\$250 incl GST	\$300 incl GST	\$
Trade Companies	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	Single Phase 15 amp max		20 Entry Passes 2 Vehicle Passes	\$400 incl GST	\$450 incl GST	\$

Total Payable \$ \_\_\_\_\_

### Payment Information – GST Number: 10-531-055

Cheques Payable to **Kumeu A & H Society**

PO Box 2

Kumeu

Auckland 0841

OR

Pay Direct: **06-0153-0157594-00**

Name of Account: **Kumeu A & H Society**

Bank: ANZ

Reference: **Trade Name**

AGREEMENT – Please read The Terms and Conditions before signing.

**ONLY SIGNED APPLICATIONS ACCOMPANIED BY PAYMENT WILL BE ACCEPTED**

I \_\_\_\_\_ agree to and fully understand the Terms and Conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only** (Please do not write in this section)

Date Received: \_\_\_\_\_

Cheque / Direct Credit

Invoice Number: \_\_\_\_\_

Site Number Allocation: **2016** \_\_\_\_\_

Number of Passes: \_\_\_\_\_

Date Posted: \_\_\_\_\_



SATURDAY 12<sup>th</sup> & SUNDAY 13<sup>th</sup> MARCH 2016

## Food Site Application 2016

Please complete this form in full and return by 31<sup>st</sup> January 2016

Company / Trading Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Post Code \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Mobile number: \_\_\_\_\_

Nature of your Business: \_\_\_\_\_

Please enclose the following with your application form:

1. A Copy of your Current Health Regulation Certificate – The Original must be carried for Council Inspection on Show Days.
2. A Complete List of Refreshments and Food menu you will be selling at the Kumeu Show.

### Site Options and Pricing

Type	Size	Power	Number required	One Day Entry Passes	If booked before 1 <sup>st</sup> Feb	Price for both Days after 1 <sup>st</sup> Feb	Total Cost
Food Vendors	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	No		20 Entry Passes 2 Vehicle Pass	\$450 incl GST	\$500 incl GST	\$
Food Vendors	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	Single Phase 15 amps max		20 Entry Passes 2 Vehicle Pass	\$650 incl GST	\$700 incl GST	\$
Food Vendors	5m (wide) x 10m (deep) / 10m (wide) x 5m (deep)	3 Phase 32 amps max		20 Entry Passes 2 Vehicle Pass	\$800 incl GST	\$850 incl GST	\$

Total Payable \$ \_\_\_\_\_

### Payment Information – GST Number: 10-531-055

Cheques Payable to Kumeu A & H Society  
PO Box 2  
Kumeu  
Auckland 0841

OR Pay Direct: 06-0153-0157594-00  
Name of Account: Kumeu A & H Society  
Bank: ANZ  
Reference: Trade Name

AGREEMENT – Please read The Terms and Conditions before signing.

**ONLY SIGNED APPLICATIONS ACCOMPANIED BY PAYMENT WILL BE ACCEPTED**

I \_\_\_\_\_ agree to and fully understand the Terms and Conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use Only (Please do not write in this section)

Date Received: \_\_\_\_\_

Cheque / Direct Credit

Invoice Number: \_\_\_\_\_

Health Certificate received: \_\_\_\_\_

Copy of Menu Received: \_\_\_\_\_

Site Number Allocation: 2016 \_\_\_\_\_

Number of Passes: \_\_\_\_\_

Date Posted: \_\_\_\_\_



**SATURDAY 12<sup>th</sup> & SUNDAY 13<sup>th</sup> MARCH 2016**

**Community Group Site Application 2016**

**Please complete this form in full and return by 31<sup>st</sup> January 2016**

**Community Organisation Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Postal Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **Post Code** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_ **Mobile number:** \_\_\_\_\_

Please note:

- There are a limited number of free spaces. Successful applicants will be advised.
- This is for a free site 5m x 10m, unpowered site.
- You will be required to supply your own gazebo, shelter, furniture, etc.
- You are allowed access for 1 vehicle for unloading and loading.
- You will be supplied with 10 adult entry tickets. If more tickets are needed they must be bought at advertised price.
- Your site to remain open both days from 8.30am to 5pm.

**Accurately Describe Type and Purpose of Display:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Community Group Exhibitors are unable to request or choose their own sites. Sites are allocated by Kumeu A & H Society. Community Group Exhibitors must work within the site measurements listed above and agree to abide by the Kumeu A & H Society Trade Terms and Conditions. Kumeu A & H Society reserves the right to request a display be removed if it does not fit within the space allocated. The confirmation of your booking is your receipt and this will be required on Show Days. Entry tickets and Vehicle pass will be posted out prior to the event. No replacement Entry tickets will be issued.

**Site Number Allocation: 2016** \_\_\_\_\_ **Number of Passes:** \_\_\_\_\_ **Date Posted:** \_\_\_\_\_