



# Orana - September 14, 15, 16 2012

## 2012 SITE APPLICATION FORM

Return: Rural Scene Promotions Pty. Ltd. – PO Box 4112 Nemingha NSW 2340  
 Phone: 02 6769 4132 Fax: (02) 6769 4140 Email: lpayne@ruralscene.com.au

EXHIBITOR'S NAME FOR PROGRAM .....

CONTACT NAME ..... ABN.....

POSTAL ADDRESS.....

STATE ..... POSTCODE ..... EMAIL .....

PHONE ( ) ..... FAX ( ) ..... MOBILE .....

Site allocation will occur only upon receipt of Application, Deposit, Product Listing, Risk Assessment

Site Description	Site No. Option 1	Site No. Option 2	Preferred Site Size	Site Cost
1. Outside - Sites are on grass				\$
2. Ray Clark Pavilion - Partitions, cement floor				\$
3. Centenary Pavilion - No Partitions, cement floor				\$
4. Undercover Shed				\$
5. Additional Sites - \$340ea incl GST				\$

Each site receives 4 exhibitors passes, plus 2 for each additional site. Extra passes must be ordered. **TOTAL SITE FEES** \$

Additional Items			
Description	Price	No	Item Cost
6. Additional Exhibitor Passes	\$14 ea		\$
7. One Day Trade Pass - can be used for one day only	\$10 ea		\$
8. Electricity - one connection only - 10 amp only	\$85 per connection		\$
9. 4 Page Visitors Handout + Website Listing - Compulsory			\$ 45.00
10. Website Hyperlink - Exhibitors can choose <u>one</u> product listing heading to be a hyperlink. Cost \$40 Website..... Hyperlink .....			\$
ALL PRICES INCLUDE GST			<b>TOTAL AMOUNT PAYABLE</b> \$
<b>DEPOSIT: 25% deposit required with Application.</b> Once site/s are allocated deposit is non transferable or refundable. <b>PLEASE NOTE:</b> Site will be re-allocated if deposit & paperwork is not received within 14 days of site allocation.			\$
<b>BALANCE: PAYMENT SCHEDULE OVERPAGE.</b>			<b>BALANCE PAYABLE</b> \$

### ACCEPTANCE OF TERMS AND CONDITIONS

I/we agree that if this application is accepted and a site is allocated, that I/we will comply with the terms and conditions that form part of this application all of which I/we acknowledge having read, understood and accept. I/we also acknowledge that the event organiser is the final arbiter of space allocation and may at its sole discretion re-arrange the layout of the show and/or my/our allocated site for any reason up to the opening of the event. I/we certify that the contents of this application form are true and accurate and that the application represents a contract between myself as the exhibitor and the organiser.

PLEASE NOTE: It is a condition of this application that no part of your site will be sublet by you to another party.

### APPLICATION FORM MUST BE SIGNED & RETURNED WITH FOLLOWING

- SAFETY & RISK SURVEY ■ PRODUCT LISTING
- COPY OF PUBLIC LIABILITY INSURANCE

Name: ..... Position: .....

Signature: ..... Date: .....



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## 2012 SITE APPLICATION FORM

### Continued

### PAYMENT SCHEDULE

**DUE DATES:** 25% Deposit is required within 14 days upon site allocation.

**FINAL PAYMENT:** August 10, 2012

I am paying by -  please tick option:

**EXHIBITOR NAME / COMPANY** \_\_\_\_\_

**CHEQUE**

Please make cheques payable to - RURAL SCENE PROMOTIONS

**ELECTRONIC FUNDS TRANSFER**

A record of transfer details must be forwarded to our office

FAX 02 6769 4140      EMAIL - lpayne@ruralscene.com.au

- ACCOUNT: Rural Scene Promotions Pty Ltd      ● BANK: NAB Tamworth
- BRANCH NUMBER BSB: 082 842      ● ACCOUNT NUMBER: 897378461
- REFERENCE: Invoice Number or Exhibitor Name

**CREDIT CARD**

Payment amount \$ \_\_\_\_\_       VISA       MASTERCARD

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

Card No. \_\_\_\_/\_\_\_\_/\_\_\_\_/\_\_\_\_      Expiry Date \_\_\_\_/\_\_\_\_

CCV: \_\_\_\_\_ last 3 digits on reverse of card

***Fee of 1.3% will be charged on every card transaction***

- I authorise 25% payment with site confirmation and the outstanding balance to be charged to my credit card on August 10, 2012

### PUBLIC LIABILITY INSURANCE DECLARATION

Every exhibitor must provide documented proof that they hold public liability insurance for a minimum of \$AU10 million.

A certificate of currency must be forwarded by August 10, 2012.

- The cover is for a minimum of \$AU10 million for any one claim.
- The policy is in the same name as the exhibitor.
- The policy includes move-in and move-out.
- I/we hereby certify that current public liability insurance is held by my/our business.

### ELECTRICITY

Must be pre-booked. Only 10amp available. No power when run off generator is available at night.

### OTHER FORMS

Product Listing & Safety Risk Awareness must be completed and returned with Site Application.

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## SITE NUMBERS & SIZES



SITE NUMBER	SITE SIZE METRES	SITE COST INCL GST	SITE NUMBER	SITE SIZE METRES	SITE COST INCL GST	SITE NUMBER	SITE SIZE METRES	SITE COST INCL GST	SITE NUMBER	SITE SIZE METRES	SITE COST INCL GST
<b>OUTSIDE</b> Sites on Grass			44	3 x 3	\$600	<b>CENTENARY PAVILION</b>			124	10 x 10	\$790
1	10 x 15	\$815	45c	3 x 3	\$625	TBA			125	10 x 10	\$790
2	10 x 15	\$815	46c	3 x 3	\$625				126	10 x 10	\$790
3	10 x 15	\$815	47c	3 x 3	\$625	<b>CLEAR SPAN SHED</b> Sites on Cement Floor			<b>OUTSIDE</b> Sites on Grass		
6c	10 x 25	\$895	48c	3 x 3	\$625	84	10 x 15	\$870	127	10 x 15	\$815
7	10 x 25	\$860	49	3 x 3	\$600	85	10 x 15	\$870	128	10 x 15	\$815
8	10 x 25	\$860	50c	3 x 3	\$625	86	10 x 15	\$870	129	10 x 15	\$815
9	10 x 25	\$860	51c	3 x 3	\$625	87	12 x 20	\$950	130	10 x 15	\$815
10	10 x 25	\$860	52	3 x 3	\$600	88	12 x 20	\$950	131	10 x 15	\$815
11	10 x 25	\$860	53c	3 x 3	\$625	89	12 x 20	\$950	132	10 x 15	\$815
12	10 x 25	\$860	54c	3 x 3	\$625	90	12 x 12	\$855	133	10 x 15	\$815
13	10 x 25	\$860	55	3 x 3	\$600	91	12 x 12	\$855	134	10 x 15	\$815
14	10 x 25	\$860	56c	3 x 3	\$625	92	12 x 12	\$855	135	10 x 15	\$815
15	10 x 10	\$755	57c	3 x 3	\$625	93	12 x 12	\$855	136	10 x 15	\$815
16	10 x 10	\$755	58	3 x 3	\$600	94	12 x 12	\$855	137	10 x 10	\$755
17	10 x 10	\$755	59c	3 x 3	\$625	95	8 x 12	\$735	138	10 x 10	\$755
18	12 x 10	\$780	60	4.5 x 3	\$660	96c	6 x 7	\$700	139	10 x 10	\$755
<b>RAY CLARKE PAVILION</b> Sites are Partitioned, Cement Floor			61	4.5 x 3	\$660	97	6 x 7	\$650	140c	10 x 10	\$780
19c	6 x 3	\$870	62c	3 x 3	\$625	98	6 x 7	\$650	141	10 x 10	\$755
20c	3 x 3	\$625	63	3 x 3	\$600	99	6 x 7	\$650	142	10 x 10	\$755
21	3 x 3	\$600	64	3 x 3	\$600	100	6 x 7	\$650	143	15 x 8	\$780
22	3 x 3	\$600	65	3 x 3	\$600	101	6 x 7	\$650	144	10 x 4	\$595
23	3 x 3	\$600	66	3 x 3	\$600	102	6 x 7	\$650	145	5 x 4	\$550
24	3 x 3	\$600	67	3 x 3	\$600	103	6 x 7	\$650	146	5 x 4	\$550
25	3 x 3	\$600	68	3 x 3	\$600	104c	6 x 7	\$700	147	5 x 4	\$550
26	3 x 3	\$600	69	3 x 3	\$600	105c	6 x 7	\$700	148	10 x 4	\$595
27	3 x 3	\$600	70	3 x 3	\$600	106	6 x 7	\$650	149	10 x 4	\$595
28	3 x 3	\$600	71	3 x 3	\$600	107	6 x 7	\$650	150	10 x 4	\$595
29	3 x 3	\$600	72	3 x 3	\$600	108	6 x 7	\$650	151	10 x 4	\$595
30	3 x 3	\$600	73c	3 x 3	\$625	109	6 x 7	\$650	152	10 x 4	\$595
31c	3 x 3	\$625	74c	6 x 3	\$870	110	6 x 7	\$650	153	10 x 4	\$595
32	4.5 x 3	\$660	<b>OUTSIDE</b> Sites on Tar			111	6 x 7	\$650	154	10 x 4	\$595
33	4.5 x 3	\$660	75c	12 x 5	\$640	112	6 x 7	\$650	155	10 x 4	\$595
34c	3 x 3	\$625	76c	9 x 5	\$615	113c	6 x 7	\$700	156	10 x 4	\$595
35	3 x 3	\$600	77	9 x 5	\$605	114	10 x 11	\$805	157c	10 x 9	\$745
36c	3 x 3	\$625	78	9 x 5	\$605	115	10 x 11	\$805	158	10 x 9	\$720
37c	3 x 3	\$625	79	9 x 5	\$605	116	10 x 11	\$805	159	17 x 10	\$825
38	3 x 3	\$600	<b>OUTSIDE</b> Sites on Grass			117	6 x 11	\$740	160	5 x 10	\$615
39c	3 x 3	\$625	80	10 x 6	\$640	118	10 x 11	\$805	161	11 x 10	\$765
40c	3 x 3	\$625	81	5 x 6	\$580	119	15 x 11	\$900	162	11 x 10	\$765
41	3 x 3	\$600	82	10 x 6	\$640	120	10 x 10	\$790	163	10 x 15	\$815
42c	3 x 3	\$625	83	10 x 6	\$640	121	10 x 10	\$790	164	10 x 20	\$835
43c	3 x 3	\$625				122	10 x 10	\$790	165	10 x 25	\$860
						123	10 x 10	\$790	166	10 x 25	\$860

### ELECTRICITY

Not available on all sites. Must be pre-booked. Cost = \$85 (incl GST) per outlet  
 ONE OUTLET WILL GIVE YOU 10 AMPS ONLY. MORE THAN  
 THIS WILL REQUIRE FURTHER OUTLETS

### ADDITIONAL SITES

Corner sites not included.  
**\$340 incl GST**

### C = CORNER SITE

In fairness to all exhibitors  
 only one corner per exhibitor  
 will be available



# PRODUCT LISTING



Exhibitor Name

All our shows are listed on our website and prior to each show we put up a product listing which includes exhibitors. Plus we provide visitors with a 4 page handout, this includes all exhibitor, site numbers, site plan & product listing. Please tick all the categories you wish to appear under.

## PRODUCT LISTING MUST BE TICKED

- |  |  |   |
|--|--|---|
| 5th Wheelers .....○                      | Filters.....○                              | Picnic Accessories.....○                |
| Accommodation.....○                      | First Aid.....○                            | Power Packs.....○                       |
| Adhesives.....○                          | Fishing Equipment.....○                    | Pressure Cleaners.....○                 |
| Aerials - Two Ways & Phones.....○        | Footwear.....○                             | Radios.....○                            |
| All Terrain Vehicles.....○               | Food & Refreshments.....○                  | Roll Bar Safety Frames.....○            |
| Aluminium Welding.....○                  | Four Wheel Drive Equip/Spares/Access.....○ | Roof Top Tents/Campers.....○            |
| Annexes.....○                            | Four Drive Wheel Tours.....○               | Ropes.....○                             |
| Archery.....○                            | Four Drive Wheel Training.....○            | Safes.....○                             |
| Audio/Hi Fi Equipment.....○              | Four Wheel Drive Vehicles.....○            | Safety Equipment.....○                  |
| Automotive Equip/Spare/Accessories.....○ | Fridges.....○                              | Scuba Diving & Access.....○             |
| Backpacks.....○                          | Fuel Tanks & Equip.....○                   | Seating.....○                           |
| Banking/Finance.....○                    | Garage Awnings.....○                       | Security Equipment.....○                |
| Batteries & Associated Equip.....○       | Generators.....○                           | Signs.....○                             |
| Bicycles - Pedal & Powered.....○         | Government Advisory Services.....○         | Slide on Campers.....○                  |
| Boats & Accessories.....○                | Hats.....○                                 | Sleeping Products.....○                 |
| Bull Bars.....○                          | Health Aids.....○                          | Solar Equipment.....○                   |
| Cabs/Canopies/Roll Bars.....○            | Hitches.....○                              | Spas.....○                              |
| Camping Equip/Accessories.....○          | Holiday Ownership.....○                    | Storage Systems.....○                   |
| Camp Oven Equip.....○                    | Holidays/Tourism.....○                     | Suspension Systems.....○                |
| Canvas Products.....○                    | Home Products.....○                        | Swags.....○                             |
| Camper Trailers - On & Off Road.....○    | Hoses & Fittings.....○                     | Telephones & Equipment.....○            |
| Camper Vans.....○                        | Ice Boxes.....○                            | Tents & Camping Equipment.....○         |
| Canoes - Kayaks.....○                    | Insurance.....○                            | Tools - Hand & Power.....○              |
| Caravans.....○                           | Jet Skis.....○                             | Tool Boxes.....○                        |
| Caravan Accessories.....○                | Leather Products.....○                     | Tourism.....○                           |
| Caravan Parks.....○                      | Lights - Camping.....○                     | Tourist Attractions/Destinations.....○  |
| Cleaning Equipment.....○                 | Lights - Vehicle.....○                     | Towing Equipment.....○                  |
| Clothing.....○                           | Lubrication Products & Equip.....○         | Trailers & Accessories.....○            |
| Clubs/Organisations/Charities.....○      | Magazine Publications.....○                | Tray Campers.....○                      |
| Communications.....○                     | Maps & Accessories.....○                   | Turbo Equipment.....○                   |
| Compressors & Air Tools.....○            | Marine Products.....○                      | Two Way Radios.....○                    |
| Consoles Overhead/Door.....○             | Mats/Carpet.....○                          | Tyres & Equipment.....○                 |
| Cooking Equipment.....○                  | Mobile Phones & Accessories.....○          | Vehicles - Car & 4WD.....○              |
| Corrosion Protection.....○               | Motor Home.....○                           | Vehicles - Accessories.....○            |
| Craft.....○                              | Motor Home Accessories.....○               | Water Recreation - Vehicles & Acc.....○ |
| Demonstrations.....○                     | Motor Home Conversions.....○               | Welders.....○                           |
| Diesel Services.....○                    | Motor Vehicles.....○                       | Wheels.....○                            |
| Emergency Service/Equip.....○            | Motor Cycles/Quads/Access.....○            | Winches.....○                           |
| Engine Protection Equipment.....○        | Mufflers.....○                             | Window Tinting.....○                    |
| Exhaust Systems.....○                    | Personal Products.....○                    |   |

## HELP US PROMOTE YOUR PRODUCT

Simply put down some details below or better still attach a brochure or press release to this form.

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.....

## PRODUCT BRAND NAME

It helps us to answer enquiries if we know the brand names you will be exhibiting at the show.

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# SAFETY AND RISK AWARENESS SURVEY

Exhibitor Name

Our site is an extension of your workplace and hence the same Occupational Health and Safety Legislation issues apply. Remember to inform your staff of the hazards and ways to avoid injury while exhibiting. You are responsible to ensure members of the public are not exposed to hazards on your site. The organiser reserves the right to inspect your site to ensure that you as an exhibitor comply with the Occupation Health and Safety regulations. List in the first column any specific hazards or risks your exhibition may cause in the topic areas. In the second column, list the actions you will undertake to minimise the risk of hazard.



ABN 99 002 690 619

PROBLEM	SOLUTION
<p><b>FIRE HAZARDS</b> - list any items or practices which may cause or exacerbate fire hazard. Please list all gas bottles and any flammable substances and your actions to store these items safely. ....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>FIRE HAZARDS</b> - List solutions to each hazard that you will initiate at the Shows.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p><b>TRIPS, SLIPS AND FALLS</b> - List any items or practices which may cause or exacerbate the hazard including slippery surfaces, guy ropes and tent pegs, any objects which may be subject to instability etc.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>TRIPS, SLIPS AND FALLS</b> - List solutions to each hazard that you will initiate at the Shows.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p><b>EQUIPMENT, PLANT AND MACHINERY</b> - List any items or practices which may cause or exacerbate the hazard. Please include stationary and mobile equipment and any dangerous components equipment may have including sharp objects. ....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>EQUIPMENT, PLANT AND MACHINERY</b> - List solutions to each hazard that you will initiate at the Shows.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p><b>DANGEROUS GOODS, HAZARDOUS SUBSTANCES AND CHEMICALS</b> - List any items or practices which may cause or exacerbate the hazard.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>DANGEROUS GOODS, HAZARDOUS SUBSTANCES AND CHEMICALS</b> - List solutions to each hazard that you will initiate at the Shows.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p><b>OTHER HAZARDS</b> - Please list any additional hazards your site will contain.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p><b>OTHER HAZARDS</b> - List solutions to each hazard that you will initiate at the Shows.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>

I certify that the above information is an accurate assessment of the hazards and risks and that I will undertake to address these risks as indicated.

Signed..... Date .....

Please return to: **Rural Scene Promotions**  
 PO Box 4112 Nemingha NSW 2340 Phone: (02) 6769 4132 Fax: (02) 6769 4140 Email: lpayne@ruralscene.com.au