



EXHIBITOR TERMS AND CONDITIONS

This contract is made between Murrumbateman Progress Association Inc, ABN 71 920 635 074 a registered New South Wales Incorporated Association whose address is 19 East Street (Barton Highway), Murrumbateman, New South Wales, 2582 and which operates under the registered New South Wales business name of "Murrumbateman Field Days" (Registration Number M7174325)

AND

The Applicant.

1. By applying for a site at the Murrumbateman Field Days the Exhibitor agrees to the following terms and conditions contained in this contract which have been derived in part from one or more of the following matters:
 - 1.1. Murrumbateman Field Days' aim to promote an environmentally sustainable rural lifestyle and small acre farming event,
 - 1.2. Murrumbateman Field Days does not own the venue, ie the Recreation Ground, but hires it from Council for the annual weekend event, subject to a variety of conditions. Many of these Council conditions relate either specifically or generally to:
 - 1.2.1. exhibitor involvement;
 - 1.2.2. the Recreation Ground being a community facility that needs to be returned to a safe and useable condition after each use as it normally hosts an increasing number of events run by community groups and individuals during the rest of the year;
 - 1.3. Experience and practical lessons learnt from our Murrumbateman Field Day's history; or
 - 1.4. Feedback from our stakeholders such as exhibitors, volunteers and visitors.

2. Definitions

- 2.1. In this contract the following terms have the meaning shown:
 - 2.1.1. Murrumbateman Field Days - This is both an (a) Organisation and (b) an event.
 - 2.1.1.1. As an organisation: Murrumbateman Field Days is the registered NSW trading name of the Murrumbateman Progress Association Inc., ABN 71 920 635 074.
 - 2.1.1.2. As an event: Murrumbateman Field Days is a community run, fund raising display of primarily local and regional rural lifestyle products and services at the Recreation Grounds, open to the public over the third weekend in October each year.
 - 2.1.2. Recreation Grounds - the Yass Valley Council's owned and leased lands (approximately 35 hectares) at 19 East Street, Murrumbateman. This area is bounded by public roads and private property in which the Murrumbateman Field Days Venue, parking and other associated activities occur during the Murrumbateman Field Days.
 - 2.1.3. Venue - the fenced area containing Murrumbateman Field Days within the Recreation Grounds.
 - 2.1.4. Site - a numbered area within the Venue allocated for Exhibitors to display their products and/or services.
 - 2.1.5. Council - Yass Valley Council
 - 2.1.6. Applicant - Any registered business or person applying for a Site at the Murrumbateman Field Days.

- 2.1.7. Management - The Murrumbateman Field Days Manager or any of their duly authorized representatives, employees, contractors or volunteer.
- 2.1.8. Exhibitor - Any registered business or person who has completed the requirements of applying for a Site at the Murrumbateman Field Days event and has been allocated a Site by the Management.
- 2.1.9. Application Form - the form that is available from the Field Days web site www.mfddays.com or by written request to Murrumbateman Field Days organization in hard form, used to apply for a site allocation at the Murrumbateman Field Days event.
- 2.1.10. Terms and Conditions - the terms and conditions as contained in this contract.
- 2.1.11. ABN - Australian Business Number.
- 2.1.12. Returning 2016 Exhibitor Application - An application made by an exhibitor from last year before the Early Bird closing date identified on the web site.
- 2.1.13. Early Bird - a closing date for Returning 2016 exhibitors to secure their 2016 (if available) site or to have preferential allocation of a different site in 2017.
- 2.1.14. Deliverer - those persons or corporations or their representatives requiring access to the Venue to deliver goods for an Exhibitor or Field Days' Management.
- 2.1.15. Site Details - provided by the Murrumbateman Field Days and shall contain the Exhibitor's Trading Name and mobile phone number¹ (as supplied by the Applicant), allocated Site number, the recommended gate entry number(s) and the colour code for the zone where the Site is located.
- 2.1.16. Gate
- 2.1.16.1. Main Gates (MG), with a number (1, 2 or 3), are the vehicular access gates into the Recreation Grounds and all three gates are adjacent to major public thoroughfares.
- 2.1.16.2. Venue Gates (VG) with a number (1, 2 etc) are the gates for entry into the Venue for pedestrian, emergency vehicles and, if directed, exhibitor vehicles with passes or permits.
- 2.1.17. Main Gate Controllers (MGC) - responsible, at each MG, for controlling the entry of vehicles into and out of the Recreation Grounds. They will be identifiable at each MG by their high visibility vest over a volunteer shirt, with a name tag with the Murrumbateman Field Days logo clearly displayed. The MGC may not be at the gates on the days of the event.
- 2.1.18. Venue Gate Controllers (VGC) - responsible for ensuring any vehicle or person seeking entry to the Venue has the appropriate pass or valid reason (determined by the VGC) for entering the Venue. Exhibitors are required to display their vehicle passes and/or permits and be prepared to present their exhibitor pass.
- 2.1.19. Traffic Marshalls (TM) - responsible inside the Venue to guide and control traffic during the set up and pack up of the Murrumbateman Field Days event. They will be identifiable within the Venue by their high visibility vest over a volunteer shirt, with a name tag with the Murrumbateman Field Days logo clearly displayed.
- 2.1.20. Lock Down Period - those hours specified in Schedule 1.
- 2.1.21. A "Community Group" is any group of people who are resident within the Yass region as determined by Field Days management.

¹ The Field Days site is divided into four areas. Access to each of these areas is different and is aimed at streamlining your access to your site and minimising road damage and congestion. TM or other volunteers will be in place for each area to assist.

- 2.1.21.1. Can be a recognized and/or registered charity, church, school, sporting body or other such group.
- 2.1.21.2. There may be an exception given to groups outside the region if, in the opinion of the Management Committee, it would be in the best interest of the local/regional Community to have them attend the Event.
- 2.1.22. A "non-commercial" activity is where the group is involved in showcasing their activities. This can include a raffle for the group and the sale of fundraising merchandise with written agreement by the Field Days Management Committee. The sale of goods and services outside these will incur a site fee equivalent to a Spotlight Site only if the business is regional.
- 2.1.23. Out of Hours Surveillance - After lock down there will be a team conducting surveillance of the Venue and reporting to Police any suspicious activity on the Venue.

3. Liability and Insurance Requirements

- 3.1. The Exhibitor accepts all liability arising from their operations, equipment, and personnel, including the actions of their Deliverer, employees or agents at the Recreation Grounds during the Murrumbateman Field Days event (including setting up and removing their equipment and operation) and shall indemnify Council, the local landholder and Murrumbateman Field Days and its personnel from and against all claims, demands, remedies, suits, injuries, damage, losses, costs (including its full legal costs), liabilities, actions, claims for compensation and the like for which Council and Murrumbateman Field Days and its personnel may become liable in conjunction with injury, damage or accidental death through the neglect or default of the Exhibitor or of any other person in connection with their use of the Recreation Grounds and its facilities.
- 3.2. Exhibitors shall take out and maintain a Public Liability Insurance policy with a reputable insurance office, indemnifying the Council, the landholder and Murrumbateman Field Days and its personnel in the sum of not less than ten million dollars (\$10,000,000) in respect of each and every claim.
- 3.3. The Applicant shall provide a certificate of currency for the period of the Murrumbateman Field Days of their liability insurance (including the period of setting up and removal of their equipment and operation) with their Exhibitor Site Application or as soon as is practicable after the renewal if it falls before the event and after the application.
- 3.4. The Exhibitor is responsible for their own insurance (and the Murrumbateman Field Days or its Management is under no liability for the specified matters) against any loss or damage (including consequential losses through being unable to fully operate) occurring at the Recreation Grounds, regardless of the cause, even if this occurs during the Lock Down Period.

4. Exhibitor Site Application

- 4.1. Murrumbateman Field Days Management will endeavor, in February of each year, to send to last year's Exhibitors, an email link to its website for the Exhibitor Site Application Forms.
- 4.2. In order to obtain priority (but not a guarantee) for their previous site, a previous year Applicant needs to complete the Exhibitor Site Application Form before the closing date as indicated at www.mfdays.com (and preferably on-line) which shall include:
 - 4.2.1. answers to all questions on the nature of their business at the time of their application,

- 4.2.2. a faxed or scanned copy of the Applicant's public liability insurance coverage² as required by Clause 3.3,
 - 4.2.3. any regulatory licensing required for the type of business the applicant intends to operate,
 - 4.2.4. full site fee as shown in Schedule 2 , noting the "Early Bird" discounts for returning and new exhibitors who book in that period,
 - 4.2.5. Should full Payment not be received prior to the closing date for "Early Bird" applications, the discount will no longer apply and an invoice for the full amount will be sent with a 30 day payment requirement. If payment is not received in that period, the applicant will have to reapply unless there is a prior arrangement for installments. No discount will be applied to such arrangements.
 - 4.2.6. the registered ABN/ACN for that business(es) or person, and
 - 4.2.7. Details of registered vehicles required to be part of the exhibitor's display and/or within the exhibitor's Site.
- 4.3. The Applicant's priority for their previous Site lapses if their complete application arrives after closing date of "Early Bird" Returning 2016 Exhibitor Applications.
 - 4.4. Applications for new Exhibitors shall open on date identified on the web site www.mfddays.com
 - 4.5. The moneys paid under Clause 4.2.4 shall not be refunded because of weather conditions or any other cause beyond the control of Murrumbateman Field Days. The Management may, in circumstances beyond the exhibitor's control, allow the holding over of the Site fee to the following year or may refund if the site is resold before the closing date³.
 - 4.6. There shall be a nonrefundable administration fee of \$100 for all cancellations plus any other charges incurred by Field Days other than the Site fee⁴.

5. Site Allocation

- 5.1. Murrumbateman Field Days Management has sole discretion in site allocation but will consider the following factors in its determination:
 - 5.1.1. The applicant has previously exhibited at MFD,
 - 5.1.2. Allocation of sites as requested, where reasonably possible,
 - 5.1.3. Priority to environmentally sustainable, rural lifestyle, small acre farming and local business exhibitors,
 - 5.1.4. A low priority to Exhibitors who have previously behaved inappropriately- see clause 19.
- 5.2. Site allocation commences as bone fide Applications are completed.
- 5.3. Management shall contact each Applicant who was unsuccessful in being allocated a Site and determine whether the Applicant wants to be:
 - 5.3.1. placed on a shortlist in case a suitable Site becomes available or
 - 5.3.2. Refunded the Site Application fee either immediately or, if on the shortlist, once it is determined that the Applicant will not have a Site in the current year. This is the only situation in which Murrumbateman Field Days will automatically refund an application fee.

² An Applicant's site can be booked and allocated by Murrumbateman Field Days Management with a current insurance cover but cannot be finalised nor will the Applicant be considered an Exhibitor until a copy covering the period of the Murrumbateman Field Days is received.

³ Note that there is no guarantee the exhibitor will have access to this Site the following year.

⁴ Other charges could be for straw, marquees ordered through Field Days, etc.

- 5.4. Should an exhibitor wish to change their site allocation for any reason and can be accommodated, a transfer fee of \$100 is payable in addition to the site fee of the new site. A refund will be given for the old site only if it is resold.
- 5.5. Exhibitors that form part of the Entertainment or Catering at the Field Days shall complete an application form on line and any payments required for their site or from Field Days shall be negotiated separately apart from the application process with Field Days Management.
- 6. Site Sizes**
- 6.1. Site sizes shown in the application form are approximate and may vary in frontage and depth, depending on the site, shape and location.
- 6.2. Management may subdivide or combine sites to make smaller or larger sites to best match the applications.
- 6.3. All marquee or exhibit pegs must be situated wholly within the Exhibitor's Site.
- 7. Licensing Requirements**
- 7.1. Any exhibitor undertaking a business that requires any form of licensing by Council, or any State, Federal, Local authorities or a Regulatory Body, shall provide a copy of such license to the Murrumbateman Field Days Office no later than Friday of the second week in September.⁵
- 7.2. Any displayed electrical items for sale or being offered as part of promotions shall be approved, marked and compliant under the Electricity (Consumer Safety) Act (NSW) 2004,
- 7.3. An Exhibitor wishing to have alcoholic beverage on site for tasting or sale must obtain a temporary license from the Liquor and Gaming Commission, and have the license displayed at all times on their Site.
- 8. Accommodation**
- 8.1. An Exhibitor, deliverer or their staff, agents or contractors is not permitted to stay on Venue during the Lock down Period. We recommend you book your accommodation as early as possible. For further information please contact:
- 8.1.1. Yass Valley Visitor Information Centre, on 1300 886 014, www.yass.nsw.gov.au or
- 8.1.2. Canberra Tourism on 1300 733 228, www.visitcanberra.act.gov.au
- 8.1.3. Primitive camping (limited ablutions, no power and no water) is allowed in the public parking zone outside the Venue security fence. Volunteer Traffic Marshalls (TM) will be available for guidance to this area. Please advise your intention to camp at the Recreation Grounds⁶.
- 9. Free sites - no fee payable**
- 9.1. Management may, at its discretion, allocate a free site for use by:
- 9.1.1. Community Groups involved in a non-commercial activity, or
- 9.1.2. A commercial body in return for specific services or sponsorship, or in-lieu of a refund from the previous year.
- 9.1.3. Sponsors may be granted a free site in exchange for money or in kind support of the Event. The extent of the "free" portion will be determined by the Manager based on the value of the support.
- 10. Sub-Letting**
- 10.1. Exhibitors are NOT permitted to assign or sub-let any part of their sites without obtaining the prior written approval of Management. See Clause 19 "Inappropriate Behavior".

⁵ Community catering sites, for example, must hold a current food licence.

⁶ The local publican is offering a free shuttle service to the Murrumbateman Country Inn and return each evening of the Field Days including Friday night.

10.2 Sites may be shared with the specific written approval of Field Days management for a minimum fee of \$150.00

11. Exhibitor Site Access

11.1. As soon as is reasonably practicable after Site allocation, Management will advise the Exhibitor of their Site Details which includes the MG and VG they are to use for access to their Site prior to and after the Murrumbateman Field Days.

11.2. Main Gates (MG)

11.2.1. Exhibitors shall be advised with their Site Details which of the following MG they and their Deliverers are to use at all times, unless directed differently by the Field Days TM.⁷

11.2.1.1. MG 1, located off Barton Highway-into the sports oval/north-western area, or

11.2.1.2. MG 2, located off Murrumbateman Road- about 25m from Barton Highway into the south-western corner of the Recreation Grounds, or

11.2.1.3. MG 3, located off Murrumbateman Road - about 70m from Barton Highway into the western side of the Recreation Grounds.

11.3. Venue Gates (VG)

11.3.1. Exhibitors and Deliverers will be directed to the VG closest to their site and are required to keep to the graveled roads at all times in order to minimize damage to paddocks.

11.3.2. There will be four (4) VGs open for vehicular access, VG2, VG3, VG4 and VG6. Note that MG1 no longer gives direct access to the Venue and is only used by Exhibitors and Deliverers if their Site is in the blue zone.

11.4. Site Entry

11.4.1. **No Pass means no access.**

11.4.2. Management will forward Vehicle Passes and Exhibitor Passes to the Exhibitors as soon as is reasonably practicable after Site allocation⁸, but no later than three (3) weeks before the event, except in the case of the Field Days not receiving a public liability insurance certificate of currency covering the dates of the Event⁹. These items will be held at the office.

11.4.3. The Exhibitor shall advise all Deliverers of their Site details (including the MG for entry) and provide them with a Vehicle Pass, where practicable, in order to facilitate easy entry. Without a Vehicle Pass the traffic flow will be disrupted and the delivery driver could be asked to pull aside while others with their passes displayed are allowed direct entry.

11.4.4. Vehicle Entry Pass. The Exhibitors must be displaying their Vehicle Entry Pass on arrival to be allowed entry via the designated Venue Gate (VG).

11.4.5. Exhibitor Pass.

11.4.5.1. To gain access to the Venue on the days the event is open to the public, each person attending with the Exhibitor, must show their Exhibitor Pass to the Venue Gate Controller (VGC).

11.4.5.2. Additional Exhibitor Passes can be purchased at an additional cost of \$10.00 per pass prior to the event via email or phone or at the Murrumbateman Field Days Office from the Thursday before the event.

⁷ The Venue is divided into four areas. Access to each of these areas is different and is aimed at streamlining your access to your Site and minimising road damage and congestion. VTM or other volunteers will be in place for each area to assist.

⁸ This is to ensure that we control the traffic onto the Venue and ensure only authorised entry.

⁹ If an exhibitor insurance falls due within this period a copy is to be presented to the office before access to the site/venue is permitted.

11.5. Exhibitors and their Deliverers shall:

11.5.1. Comply with the reasonable requests of Murrumbateman Field Days volunteers or staff and not become abusive.¹⁰ See Clause 19 "Inappropriate Behaviour".

11.5.2. Report to Management any abusive action and/or language towards them from Murrumbateman Field Days volunteers or staff.

12. Venue Security and Surveillance

12.1. Murrumbateman Field Days will provide:

12.1.1. An approximately 1.8m high fence at least across the southern boundary of the Murrumbateman Field Days Venue and at MG1 by 8am the Thursday before the event till 9am Monday after the event.

12.1.2. Venue Lockdown Periods for surveillance are shown in Schedule 1.

12.1.3. During the Venue Lockdown Periods, no person or vehicle movement shall be permitted within the Venue other than the Out of Hours Surveillance team, emergency and specified service vehicles.

12.1.4. Access at other times shall be at the discretion of the Out of Hours Surveillance team.

13. Exhibitor Access to the Venue for Set Up

13.1. Exhibitors must have their exhibits/displays operational at the Murrumbateman Field Days Venue by 8:00 am on the Saturday of the event and (except for the Venue Lockdown Periods) not leave their Site unattended till after 4:30pm on the Sunday of the Event¹¹. See Clause 19 "Inappropriate Behaviour"

13.2. Exhibitors can set up on the Venue as shown below, or from the Tuesday before the Event, but must note above (Clause 12) when security fencing and patrols are in place:

13.2.1. Thursday, before the Event, 8:00am to 7:00pm. No exhibitors or vehicle movement will be allowed on the venue after 7pm,

13.2.2. Friday, before the Event, 7.00am to 8.00pm on. No exhibitors or vehicle movements will be allowed on the venue after 8:15pm.¹²

14. Exhibitor Vehicle Access and Parking - Saturday and Sunday

14.1. Exhibitor vehicles not left on site may be parked in any of the four designated Exhibitor Parking Areas. Vehicles left within site must have vehicle pass available.

14.2. The internal Venue Gates (VGs), other than those used for pedestrian access, will be closed at 7:45am on the Saturday, and Sunday of the Event to allow for safe, vehicle free public access from 8:00am on those days, in accordance with the agreed Council endorsed Traffic Management Plan. They will be attended until 7:45AM each day for exhibitors only¹³.

14.3. All vehicles within the venue that cannot be contained within the Exhibitor's site must be removed prior to 7:45AM on the days of the event. NOTE: vehicles parked on any other spaces within the venue will be identified and the exhibitors will be asked to remove them, under escort, immediately. Failure to do so will be considered as inappropriate behavior.

14.4. Exhibitors and their deliverer's vehicles, forming part of their display and/or containing stock or other vehicles to be contained within their site during public opening

¹⁰ There have been instances of this in the past and shall no longer be tolerated.

¹¹ Our insurance does not cover vehicular traffic movements on the Venue when it is open to the public unless escorted.

¹² Should an exhibitor require access to the site at times outside these times they shall obtain permission through the Administration office. Their details will be passed to the Out of Hours Surveillance team.

¹³ There has been a number of the public availing themselves of free entry through these gates prior to opening.

times, must be on the Venue before 7:45AM on the Saturday and Sunday of the Event. See clause 19 "Inappropriate Behaviour".¹⁴

14.5. If, due to unforeseen (but not including bad weather) and reasonable circumstances, an exhibitor or their deliverer is late, Management may at its discretion, provide an escort through VG6¹⁵ only or as otherwise directed.¹⁶

14.6. Vehicles left on the site shall not impede the displays of other exhibitors or access to service vehicle entrances. See Clause 19 "Inappropriate Behaviour".

15. Loading Ramp

15.1. Two loading ramps will be available until 8:00AM Saturday or after 4:30PM Sunday, of the Event.

16. The Oval

16.1. The Council are preparing the Oval for resurfacing and so have stated/required that vehicular traffic will be restricted to an outer ring of 3m and for light vehicles and trailers (no trucks or fork lifts - unless tracked).

16.2. Only the slip rails shall be used for entering the oval by exhibitors. Use by vehicular traffic in the Oval will be restricted to emergency vehicles only.

17. Clean Up

17.1. All exhibited items, vehicles, rubbish and equipment must be removed by 6:00PM Tuesday, after the Event. See clause 19 "Inappropriate Behavior".

17.2. Any item left on the Venue after that time shall be disposed of by Management, which shall be under no liability for such disposal and any cost incurred will be charged to the Exhibitor. Should this cost not be paid by the Exhibitor, the Exhibitor will not be allocated a Site in the following year. See clause 19 "Inappropriate Behavior".

17.3. Should an exhibitor bring any item (including a vehicle, trailer or any equipment) into the Recreation Ground or adjoining paddock, which is the property of another person, and the exhibitor fails to remove that item within the time specified above so that is disposed of, then the Exhibitor agrees to indemnify MFD, its management or personnel for any claim brought against them (or any of them) by the owner of such item for its having been disposed of.

17.4. All Sites shall be returned to their original condition. The garbage that is contained in the two garbage bags provided will be collected for free by the Rural Fire Service. In addition, a free collection of flattened cardboard will be made on Friday evening between 4 and 5 pm, on Saturday evening between 5 and 6pm and again on Sunday afternoon between 4 and 5pm. Rubbish that cannot be contained in the bins provided around the venue may be disposed of for free by placing at the rubbish center near VG 2.

17.5. Cardboard that is not flattened will be treated as rubbish left on the site and will incur a \$50 fee.

17.6. All other rubbish can be collected for a \$50 fee to the Rural Fire Service (RFS).

17.7. If rubbish is left on Sites after they have been vacated and no arrangement has been made through the RFS or the administration office, a fee will be charged of \$100.

17.8. Failure to pay any fees due will be considered "Inappropriate Behavior" and may result in no future preference on Sites.

¹⁴ We have an obligation to keep the Venue safe and free of unnecessary vehicles and to restrict vehicle movements. During the times the Venue is open to the visiting public there is to be NO VEHICLE ACCESS OR MOVEMENT (emergency and service vehicles exempt).

¹⁵ This provides access to most of the Venue through the Exhibitor's Carpark at VG6 and therefore has the least disruption to the public.

¹⁶ The Management is contactable through the Murrumbateman Field Days Office on 02 6227 5895.

18. Powered sites

- 18.1. Exhibitors occupying sites specified as "powered" shall pay the scheduled rate for powered sites regardless of whether the power is used or not (Schedule 2).
- 18.2. ONLY those Exhibitors who have booked powered Sites may use Site electrical power. See clause 19 "Inappropriate Behavior".
- 18.3. Exhibitors who require powered sites are to advise Murrumbateman Field Days of their detailed power requirements over and above the use of a kettle for boiling water, an EFPOST machine and/or laptop.¹⁷ Additional power requirements over and above this allowance may incur additional cost to the Exhibitor if there is not enough capacity available¹⁸.
- 18.4. In general, Field Days can provide 240 Volts at 10 Amps. Three phase power can be provided to some Sites if required but will incur an additional \$50 fee.
- 18.5. Exhibitors shall supply their own, personally tagged, safety tagged power extension leads and appliances which must meet the Australian Standards requirements. Management shall conduct safety inspections during the event to ensure tags are current¹⁹.
- 18.6. Exhibitors shall identify their own power extension lead with name and site number. Exhibitors are advised strongly to use power-conditioning equipment if you intend to operate equipment that is sensitive to fluctuations in the electrical power supply.
- 18.7. The maximum distance from a power source to a powered site is approximately 20 metres.
- 18.8. Exhibitors are to direct all enquiries on electrical power to the Murrumbateman Field Days Office.
- 18.9. Murrumbateman Field Days will undertake all reasonable precautions to ensure uninterrupted power but shall not be liable for any failure or fluctuation in electrical power supply.

19. Inappropriate Behavior²⁰

- 19.1. At its discretion, Management may refuse entry, or escort from the venue if already on site and/or retain part or all of the Site Fee of any Exhibitor who it reasonably believes has behaved inappropriately in relation to the following either during the Field Days event, or otherwise as noted for:
 - 19.1.1. abusive language and/or actions to any other person on the Recreation Grounds or to Murrumbateman Field Days Management before, during or after the event,
 - 19.1.2. late or non-payment of fees,
 - 19.1.3. non presentation of, out of date or forged insurance or licensing documents,
 - 19.1.4. not operating when the event is open to the public: 8:00am-5:00pm Saturday, and 8:00am- 4:00pm Sunday, of the Event,
 - 19.1.5. theft of property from the Recreation Grounds,
 - 19.1.6. deliberate damage to the Venue and/or another's property on the Venue,
 - 19.1.7. lighting of fires on the Recreation Grounds without the prior written approval from Management,

¹⁷ Most power to the site is provided by the Field Days' generator and therefore its adequacy must be determined well before the event to allow time for additional generators to be hired. Murrumbateman Field Days Office is contactable on 02 62275895

¹⁸ Murrumbateman Field Days provides a majority of the power from its own generator.

¹⁹ Exhibitors should be prepared to use their own leads to the nearest switchboard, which will be a maximum of 20 metres away from their Site.

²⁰ Unfortunately there have been instances in the past where a few have caused issues that have led to this rather lengthy clause. This is regretted but necessary.

- 19.1.8. camping on the Venue overnight or allowing its Deliverer, employee or contractors to do so,
 - 19.1.9. littering on the Recreation Grounds,
 - 19.1.10. unauthorized vehicle parking and/or unauthorized vehicle movement on the Venue during the hours that the event is open to the public,
 - 19.1.11. unapproved assignment or sub-letting of their allocated Site on the Venue,
 - 19.1.12. refusing to comply with a reasonable written direction from Management or verbal direction from a Field Days agent or volunteer,
 - 19.1.13. operating any machinery or equipment which causes the risk of danger, or undue noise, nuisance or inconvenience to other exhibitors or persons attending MFD as determined by Management,
 - 19.1.14. failing to take proper safety precautions such as safety guards, protective clothing and exclusion distances in the use or demonstration of angle grinders, cut off machines, welders, chainsaws or the like,
 - 19.1.15. Exhibitors failing to return their Site and the immediate surrounds, to the condition that existed prior to their occupancy of the Site.
- 19.2. Any Exhibitor refused entry or removed from the site for Inappropriate Behavior will forfeit any fees already paid and may be afforded a lower priority consideration at any subsequent events.
- 19.3. Any exhibitor so removed from the Venue shall be permitted to return only after 4:30pm on Sunday to recover their equipment; stock and display (refer to Clause 17.1).

20. Exhibitor Site Condition Restoration

- 20.1. The Exhibitor shall be responsible for restoring their Site and the immediate surrounds to the condition that existed prior to the Murrumbateman Field Days.
- 20.2. The Exhibitor shall be liable to pay Murrumbateman Field Days the cost of repairs for any damage to the venue caused by the Exhibitor beyond that that could be reasonably expected, as noted in Clause 19, from an Exhibitor.
- 20.3. All rubbish will be removed from the site by the Exhibitor and either placed in the rubbish bags provided and removed from the site prior to 6:00PM on Sunday²¹, a wheelie bin or at the rubbish service site at the southern end of the Venue. Should rubbish be left on a site a cleaning fee of \$100 will be charged to the Exhibitor.
- 20.4. Should this cost not be paid by the Exhibitor, the Exhibitor will not be allocated a Site in following year. See clause 19 "Inappropriate Behavior".

21. Exhibitor Prizes

- 21.1. Murrumbateman Field Days shall judge Exhibitors in the following categories:
 - 21.1.1. Agricultural (the Roger Lund Trophy),
 - 21.1.2. Catering,
 - 21.1.3. Environmental sustainability,
 - 21.1.4. Fashion and Accessories,
 - 21.1.5. Horticultural (the Vera Rapley Award),
 - 21.1.6. Lifestyle (including DIY)
 - 21.1.7. Machinery and vehicles
 - 21.1.8. Livestock (LHPA Award).
- 21.2. Prizes shall be announced at approximately 2:00pm on Saturday and prize winners shall be visited by a Murrumbateman Progress Association Executive Member and a photographer shortly thereafter.

²¹ Bagged rubbish will be collected from the roadside on Saturday and Sunday evenings at approximately 5:30PM. Note collectors shall not enter a site to look for rubbish in order to maintain your security of site.

22. Dogs Policy

22.1. The risk to the public from dogs at the Event is becoming more apparent as the numbers of visitors increase. To mitigate that risk, no dogs will be allowed into the Field Days venue (registered medical or companion dogs are permitted).

22.2. The only exceptions shall be if dogs form part of a display, in which case they are to be kept under control at all times and any waste shall be collected and disposed of properly by the owners or exhibitors.

Exhibitors with pets outside the Venue are encouraged to provide adequate water and food to their animals during the hours of operation and ensure that the animals are secured for that period. Rangers do patrol the Field Days. .

23. Authorization

23.1. In applying for a Site, Exhibitors shall authorize Management to issue their business contact information divulged in their application for the purposes of:

23.1.1. Murrumbateman Field Days advertising material for radio, television, the press media and on the MFD website²².

23.1.2. Answering specific inquiries from authorities or the public, before, during or after the Murrumbateman Field Days.

23.2. Management shall not divulge this information to third parties for any other purpose without the written authority of the Exhibitor.

24. Agreement

24.1. By agreeing to the Terms and Conditions set out herein, an Exhibitor acknowledges that this binds them to those Terms and Conditions.

²² Exhibitors may provide links to their websites and Murrumbateman Field Days will endeavour to make these available to visitors to www.mfdays.com

Schedule 1
Hours of Surveillance - Lock Down Period

Day	Lock Down Period
Thursday	1800 - 0700 (Friday)
Friday	2000 - 0600 (Saturday) ²³
Saturday	1900 - 0600 (Sunday)
Sunday	1800 - 0700 (Monday)

²³ Other times can be arranged through the Field Days Office

Schedule 2

2017 Site Prices

Number	Site Size	Type	Early Bird	Full Price
1	13 m x 17m deep	Unpowered	\$865	\$955
2	13m x 17m deep	Powered	\$1050	\$1140
3	13 x 9m deep	Unpowered	\$645	\$710
4	13 x 9m deep	Powered	\$805	\$865
5	5m x 9m deep	Unpowered	\$500	\$550
6	5m x 9m deep	Powered	\$650	\$700
7	3m x 3m	Unpowered	\$405	\$450
8	3m x 3m	Powered	\$560	\$605

Livestock

11	Livestock Large	Unpowered	\$420	\$460
12	Livestock Large	Powered	\$580	\$620
13	Livestock Medium	Unpowered	\$365	\$405

Community Catering Sites - Restricted

14	Large Catering Site - Unpowered > 50m ²
15	Large Catering Site - Powered > 50m ²
16	Small Catering Site - Unpowered < 50m ²
17	Small Catering Site - Powered < 50m ²

The cost of catering site will be determined based on the Community Catering Memorandum of Understanding and will be due post Field Days.

Entertainment Sites

18	Entertainment Site
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Entertainment Exhibitor Site requirements and cost will depend on the type of entertainment, the power requirement and the size of the Site provided. This will be arranged through the Entertainment Manager at admin@mfdays.com