

EXHIBITOR GUIDE 2025



EXHIBITOR GUIDE

Please read this guide carefully to ensure a safe, successful, and fun event is had by all. Information in here is relevant to trade exhibitors and subcontractors so we would encourage anyone working on your site on your behalf to have access to this information.

CONTACT MARIA OTTLEY



Phone 03 443 9559
Email trade@wanakashow.co.nz
Post PO Box 79, Wānaka 9343

SITE INFORMATION

Your site includes only the grass pitch, no marquee, floor cover or any tables are provided. Please check our "recommended supplier list" for local providers.

Any exhibitors encroaching walkways, or using space outside their paid space may be declined for future applications.

KEY TIMINGS AND DATES

Show Dates

- Friday 7th March 8.30am-5pm
- Saturday 8th March 8.30am-5pm

Exhibitors can access their sites on show days from 6am.

Check In/Set Up times (unless otherwise agreed)

- 9am-5pm Tuesday 4th
- 8am-5pm Wednesday 5th
- 8am-8pm Thursday 6th

Stands must be fully operational by 8.30am Friday 7th March.

All property must be removed from grounds before Tuesday 11th March.

Trade Function

Friday 7th March 5-7pm
b.effect / Pembroke Bar

LOADALLS/HIAB/FORKLIFTS

No hiab or forklift is available for exhibitor use on site. You must book this through Upper Clutha Transport on 03 443 7833. Please book for pack IN and OUT.

DELIVERY AND STORAGE

No exhibitor property can be delivered to your site before 5th March 2025 unless otherwise agreed. When delivering to site please note site number, contact number, and request delivery to your site and not the Show office. The Show is no way responsible for exhibitor property, please ensure you are happy for it to be left if you are not on site.

Delivery address:
Wānaka A&P Showgrounds
McDougall Street, Wānaka 9305

EXHIBITOR CHECK IN AND WRISTBANDS

Exhibitors must check in at the specified times that the Trade Office is open. Exhibitor wristbands are allocated at this time and entry to site on Show days will require this wristband or a paid ticket.

A short Health and Safety briefing will be conducted at check in.

CONTRACTOR CHECK IN

If you are contracting marquee companies or any other sub-contracted labour, please notify us via the H&S declaration sent in December. All contractors are required to check in at the Trade Office and complete a site safety briefing before commencing work.

HEALTH AND SAFETY

Please ensure you have completed all required H&S information before arrival including reviewing the Show HSMP. Those with gas, liquor or other potentially harmful equipment may be required to attend a site specific briefing.

EXHIBITOR SET UP

Unless agreed by prior arrangement with the Society, exhibitors are to set up in the specified check in times above. Food Vendors are asked to arrive on Thursday morning to ensure power connection is completed. On Show days exhibitors can access the grounds to set up from 6am, upon entry you will be required to show your exhibitor wristband or present a ticket.

Exhibitors are in no way permitted to damage showground property, trees, or grass during set up, pack out or Show days. No woodchip, bark, gravel, or other similar material is permitted to be used within exhibits. No glass is permitted anywhere on the showgrounds. Any damage to the site or leftover rubbish will result in a charge to rectify by the council. No post holes may be dug on site unless written permission is given.

BUILDING EXEMPTION PERMIT

All marquees/structures exceeding 100m² must obtain a building exemption permit from the QLDC.

VEHICLE MOVEMENT ON SITE

No vehicle movement is permitted within the showgrounds between 8.30am-5.30pm, please remove your vehicle with ample time to repark, gates will restrict access to vehicles from 8am.

No vehicles or trailers are to be left within the showgrounds unless directly involved in the exhibitor's display and within the paid site boundaries. Any vehicle movement within the showgrounds during public opening times may result in an instant ban on future applications to exhibit.

PACK OUT TIMES

Exhibitors are NOT permitted to dismantle their sites until after 5.30pm on Saturday, doing so may result in future applications be declined. Organise your pack out with this in mind.

Pack out times are:

- After 5.30pm Saturday
- 8am-5.30pm Sunday (no security onsite after 8am)

RE-STOCKING

You are welcome to re-stock with the use of a vehicle on Friday 7th March after 5.30pm please do so with care as exhibitors and other pedestrians may still be present.

PARKING AND TRAILER/ OVERSIZE PARKING

No onsite parking is available (unless as part of display within site parameters). Vehicles used for set up must be removed before 8.30am each show day.

Parking (including oversized vehicles) is available at the free Park 'n' Ride, located opposite the medical centre on McDougall St.

Local street parking is available within marked bays only and within time limits specified. Any vehicle parked on verges, private property, or other non-specified parking location may be ticketed or towed at owner's expense by the QLDC.

Bike racks will be available for public use at Gate 2 & 6.

Disabled parking is available on Brownston Street, please ensure badge is displayed.

FREEDOM CAMPING

No freedom camping is permitted in the Wanaka township, this is strictly enforced by QLDC.

ANIMALS (NO DOGS)

No animals (including pet dogs) will be permitted into the show grounds unless tagged for the Jack Russell Race (Saturday only), Pets and Dogs Competition (Saturday only), as part of a display or service dogs.



ADVERSE WEATHER

If heavy rain impacts the site, exhibitor set up times may be altered.

If weather continues to impact sites, the Society have the right to cancel the show and will issue a refund in line with the cancellation policy.

LIQUOR

The Society holds the license to alcohol supply for on-site consumption. Exhibitors wishing to serve alcohol must have completed the necessary application prior to the event. Those supplying without a qualified duty manager will also require at least one member of staff to have completed the ServeWise course prior to arrival.

Off licenses issued directly to the exhibitor can sell for off-site consumption only. We reserve the right to require larger or high risk sites to provide a qualified duty manager.

A QLDC liquor ban is in place from 6pm-6am every day in the Wānaka township.

For further information on liquor, including serving to your customers please contact us.

FOOD LICENSES

All exhibitors serving food will need either an in-date council registration or if serving as a one-off event you can apply for a Show license enabling us to inspect your food hygiene practices throughout the event.

TICKETS

Due to feedback received at the 2024 Show, entry to the Show on event days for exhibitors will this year be via wristband.

- Wristbands will be issued at exhibitor check in and we encourage you to collect these prior to Friday morning to avoid delayed access to the site.
- If wristbands are not collected prior to Thursday evening exhibitors MUST enter and collect wristbands at Gate 3 (Friday morning)
- Allocation of exhibitor wristbands is determined by the site size purchased; additional tickets can be purchased online at a discounted rate until 23rd February 2025. After this date additional purchases will need to be made at general public rate.

POWER

Powered sites

No power is available on the day, only those who have booked onto powered sites, and confirmed usage requirements will have facilities to plug in. If you have requested or been allocated to a powered site, a power charge will be on your invoice. Please contact us immediately if you believe you should have been allocated to a powered site.

ELECTRICAL TAG TESTING

All equipment MUST be currently tested, tagged and free of faults. One faulty piece of equipment can cause complications for multiple vendors so please ensure you check ALL equipment prior to set up.

GENERATORS

Generators are not permitted on site unless prior written permission has been given by the Society.

WASTE – DON'T FORGET YOUR KEEP CUPS!

Waste produced from exhibitor stands is inevitable, but we ask that you carefully think about how you can REDUCE, REUSE AND RECYCLE before you attend the Wānaka A&P Show. All waste produced from exhibitor sites is the responsibility of the exhibitor, any bulk/business waste found to be contaminating or dumped in public facing facilities may result in a future Show exhibitor ban. No balloons or single use marketing items are permitted.

Recycling at the Show

The recycling bins at the Show are for PUBLIC USE, and as we have a no glass policy, there are no glass bins on the grounds. Please do not dispose of glass into general rubbish, if glass makes its way into the event – take it home with you, or better yet bring alternatives.

Exhibitor Recycling

The wonderful team at Wānaka Wastebusters will collect your recycling and rubbish for a reasonable fee. Please discuss this with them and pre book your collection on 03 443 8606 ext 3.

Coffee Cups

We would love to see exhibitors doing their bit and using their reusable cups, and our vendors would be thrilled to pour your brew into this each day.

Food vendors and those with hospitality

If you are serving food, or have a hospitality outlet, please ensure you are separating waste into the areas outlined in our Sustainability guide to be composted or recycled.

Food Vendors

We are happy to supply you with Food Waste bins outside your door, provided you are only disposing of food scraps into them; please contact us to arrange as soon as possible if you are not already listed as providing food or hospitality. Food scraps are collected free of charge.

WATER

Water is available via one of four drinking stations, and via gate 2 to refill containers. Please note, no hoses may be run from stations and if you require water regularly, or in large volumes you will need to arrange a water tanker delivery outside of public show hours. This includes for filling of spa pools or water features.

Grey Water

Grey water tanks for disposal of food related grey water, are available in the food court area.

SECURITY

Overnight security will be patrolling from 6pm Wednesday - 9am Sunday; however, it is advised that you have insurance and if possible secure property/enclose your space.

FIRST AID

St Johns will be on site during public opening hours and located beside the Rugby Club (Members Club), and beside Plunket. Sunscreen will be available here.

GENERAL

Smoking is not permitted anywhere on site.

No flyering or canvassing outside of your permitted site boundary.

**TRADE/INFORMATION OFFICE
OPENING HOURS**

The Trade Office will be open for check in Tuesday-Friday. Outside of opening hours please direct any queries to the Show Office, located beside the Home Industry Pavillion.

Tuesday 4th March 9am-5pm

Wednesday 5th March 8am-5pm

Thursday 6th March 8am-8pm

Friday 7th March 7.30am-10am

All exhibitors attending the Show are doing so in accordance with our T&Cs and Trade Prospectus. Please review this fully before attending the Show.



TERMS & CONDITIONS



1. Definitions

Application means the Show's Trade Application Form which Exhibitors (and/or sub-let exhibitors) complete and return to the Society to apply for a Site at the Show binding them to these Terms.

Exhibitor(s) means an exhibitor (and includes any sub-let exhibitor) who has submitted an Application for a Site at the Show and includes all employees, agents or contractors of any individual, partnership or company applying/exhibiting.

Show means the Wānaka A&P Show.

Showgrounds means the location on which the Show is held in Wānaka.

Site means a trade site to exhibit goods/services at the Wānaka A&P Show.

Society means the Upper Clutha A&P Society and includes any authorised officer appointed by the Society.

Terms means these Terms & Conditions.

Trade Prospectus means the Show's Trade Prospectus available to Exhibitors and which provides relevant information for Exhibitors.

2. Application

- 2.1. By submitting an Application Exhibitors agree to these Terms.
- 2.2. The Society may accept or decline any Application at its sole discretion.
- 2.3. Exhibitors can invite, one other company or individual (sub-let exhibitor) to share their Site. Sub-let Exhibitors must complete a separate Application and forward the sub-let fee of \$200 (plus GST) with their Application. If no fee is paid by the sub-let Exhibitor, then the \$200 (plus GST) will be charged to the Exhibitor. A person or company must exhibit on their site or the Society will take back ownership of that site. Sub-let exhibitors must not use more than 30% of the site.
- 2.4. No Exhibitors can move to any other Site or area other than what has been allocated to them by the Society. Any person infringing regulations without permission in writing from the Society will incur expulsion from the Show.
- 2.5. The Society will endeavour to offer Exhibitors their preferred location each year, but this cannot be guaranteed. Changes to the Showgrounds, growth of the Show and other unforeseen circumstances may alter layout and may have an impact on this, the Society does not sell corner Sites or through Sites. To request the same location as last year, Exhibitors must complete the application by 31st August 2024. The Society reserves the right to move any Exhibitor as it deems appropriate due to zoning, or site requirements.
- 2.6. The Society refuses the right to offer multiple locations to an exhibitor, even if showcasing multiple brands under it's ownership.

3. Payment

- 3.1. The Exhibitor shall be liable for payments (including all taxes) as stipulated in the Trade Prospectus and/or these Terms.
- 3.2. All Site fees must be paid in full no later than the invoice due date to fully confirm a Site. If full Site fees are not received from the Exhibitor by this due date the Society may offer the Site to another Exhibitor.

4. Show days

- 4.1. The Show will be open to the public from 8:30am to 5pm on both Friday 7th and Saturday 8th March 2025.
- 4.2. Exhibitors must have their Sites fully operational during these advertised public opening hours of the Show. Exhibitors must have personnel in attendance between the hours 8.30am to 5pm Friday and Saturday. No Exhibitor's display to be removed from the Showgrounds until after 5.30pm Saturday in view of safety.
- 4.3. Exhibitors acknowledge that public safety is of paramount importance and will ensure all care is taken while setting up and dismantling their Site.
- 4.4. Restocking of Sites can only be done from 5.30pm to 7.30pm on Friday evening and before 8am on Saturday morning.
- 4.5. All exhibitors must be off of the show grounds by 7.45pm.

5. Exhibits

- 5.1. The Society has the authority to enter a Site at any time and remove any article, sign, picture or printed matter which in its opinion may cause offence to the public, or is not in keeping with the requirements of the Society.
- 5.2. Exhibitors must display their company name somewhere clearly on their signage or site.
- 5.3. The showgrounds will be marked out the week preceding the show and exhibitors will be able to set up from Wednesday 5th March or by prior arrangement with the Show.
- 5.4. All Sites will be measured using the Society's measuring wheel. This measuring wheel will be the official measurement tool for the Sites. Exhibitors must keep all property (including signage) within the parameters paid for. Any site creep will be oncharged and may result in a future application being denied.
- 5.5. All Exhibitors must carefully inspect their allocated site to be aware of ground markings highlighting irrigation sprinklers and power. No pegs should be driven into marked areas.
- 5.6. The sale or use of firearms, ammunition, or toys/replica versions are strictly prohibited within the Showgrounds.
- 5.7. All Exhibitors must check their surroundings prior to erecting structures, to avoid damage to the Showgrounds (e.g. trees, bushes, fences). Exhibitors will be liable for all costs to repair the damage.

6. Animals

- 6.1. Any cattle or deer included as part of a Site must have completed all TB testing requirements as per Animal Health Board TB testing regulations. All stock must be identified as per NAIT requirements (see www.nait.co.nz).
- 6.2. The Upper Clutha A&P Society NAIT number is registered as 480901
- 6.3. Any Exhibitor intending on including sheep as part of a Site must submit a Brucellosis Certificate with their Application.
- 6.4. Any Exhibitor intending on including alpacas/llamas as part of a Site must belong to a clear TB herd where whole herd testing is performed in accordance with the AANZ Voluntary TB Scheme and the Exhibitor must include a TB Certificate for such alpacas/llamas with their Application.

- 6.5. All Exhibitors with animals must comply with MPI Animal Welfare Guidelines to ensure all livestock are treated in accordance with good animal welfare practices including adequate shelter, feed and water as required, provision of a rest area and limited time on display.
- 6.6. With the exception of guide dogs for the vision impaired, service dogs for medical or disability requirements and working dogs involved in official demonstrations, no dogs are permitted within the Showgrounds.
- 6.7. Good animal husbandry practices must be displayed or Show staff may ask you to remove exhibit in question.
- 6.8. All Livestock (competition, exhibition, service) within the boundary of the A&P Show grounds will be covered under our A&P Animal Welfare policy, which can be viewed on our website.
- 6.9. Ground Jury comprises of the following personnel - A&P President, Head of relevant Section & Steward.
- 6.10. Incidents concerning welfare shall be reported to the Steward who then reports to the Vet. Animal is seen to, vet gives the Ground Jury a recommendation and the final decision is made by the Ground Jury.

7. Electricity

- 7.1. If an Exhibitor requires power, details of such requirements must be completed with the Application. A user fee is charged for each Site needing power or allocated to a powered site.
- 7.2. It is the Exhibitor's responsibility to ensure the electrical contract is accurately completed with all necessary power requirements clearly stated, including if overnight power is required.
- 7.3. All portable electrical equipment on Site must have a current electrical test and tag, which demonstrates compliance with NZS3760 wiring regulations, to the satisfaction of the Society. All catering Exhibitors (food caravans etc) must have a current electrical WOF NZS3019.
- 7.4. Generators provided by exhibitors are prohibited unless prior approval is issued by the Society's management team.

8. Exhibitor Warranties

- 8.1. All exhibitors warrant that:
- they will operate the Site in a proper and professional manner and will ensure that the Site is properly staffed by competent representatives;
 - they will operate the Site in compliance with all of the Society's policies, procedures and requirements, as advised by the Society at any time;
 - keep the Site properly maintained and cleaned, and keep passageways adjacent to its Site free from obstruction;
 - at all times their conduct will not bring discredit to the Show or the Society or cause any nuisance or disruption to the Show or the Society;
 - they have the authority to enter into and perform its obligations under these Terms and these Terms constitutes its legal, valid and binding obligations enforceable in accordance with its terms.
 - they will be polite and courteous to other exhibitors, volunteers and Show staff at all times.

9. Insurance

- 9.1. All property of an Exhibitor is brought into the Show at the risk of the Exhibitor. Exhibitors must hold personal insurance cover for their own property.
- 9.2. All Exhibitors must take out and maintain during the Show the following policies of insurance with a reputable insurer:
- public liability insurance for an amount not less than \$1,000,000; and
 - ensure that all workers have ACC workers' cover and for persons who are not eligible for ACC workers' cover, workers compensation insurance in respect of

all employees and contractors of the Exhibitor, proof of this cover is to be produced by the Exhibitor if requested by the Society.

10. Security and Vehicles

- 10.1. Exhibitors acknowledge that the maximum driving speed inside the Showgrounds is 10km and agree to at all times exercise extreme care.
- 10.2. Any Exhibitors equipment which may damage the grounds must cease all operation/movement until options are discussed with the Grounds Team.
- 10.3. Vehicles must not block access ways at any time. Any vehicle the Society deems blocking an access way may get towed at the Exhibitor's risk and expense.
- 10.4. The Showgrounds will be patrolled by security guards during the hours between 6pm to 7am on Wednesday, Thursday, Friday, Saturday and until 8am on Sunday. However, the Society accepts no responsibility for loss or damage to property.

11. Exhibitor Admission

- 11.1. Exhibitor wristbands are issued once full payment has been received by an Exhibitor. Exhibitor wristbands are allocated per Site size (see Trade Prospectus).
- 11.2. Additional wristbands may be purchased online via the exhibitor portal at the time of application.
- 11.3. No entry is permitted to the Show without a wristband or ticket.

12. Health and Safety

- 12.1. All Exhibitors must check in at the Trade Office on arrival and Exhibitors must at all times follow the instructions of Show officials.
- 12.2. Exhibitors must complete a Health and Safety declaration prior to attending the Show and complete an online Health and Safety induction and in addition may be required to attend a site specific safety briefing.
- 12.3. Exhibitors must comply with local body bylaws, all laws, regulations and policies (including, without limitation, Health and Safety at Work Act 2015 (HSWA), HSWA Regulations and laws related to the preparation and distribution of food and beverage items) which govern the erection of structures, the display and/or sale of machinery, vehicles and/or other products or goods of the Exhibitors.
- 12.4. Exhibitors are responsible for Health and Safety at their Site, by identifying, eliminating and minimising any potential hazards to staff, volunteers, contractors and public.
- 12.5. Exhibitors are responsible for preparing and monitoring a Health and Safety audit for their Site.
- 12.6. Exhibitors are required to have suitable, approved fire extinguishers on their stand at all times.
- 12.7. Any fire or BBQ appliance used by an Exhibitor must be fire safe compliant.
- 12.8. Any Exhibitor using a heating appliance or apparatus must provide an appropriate non-flammable separation area of at least 2 metres wide between the public and the apparatus.
- 12.9. Exhibitors acknowledge that the Wānaka A&P Show is a smoke free event.
- 12.10. Under LPG tank regulations, all gas bottles must be secured and prevented from falling/protected from impact and damage, especially to the valve. When not in use, all gas bottles must always be upright, disconnected, valves closed and with safety caps on. All gas bottles must be recertified every 10 years, and only bottles that are in date may be used.
- 12.11. Each Exhibitor must keep all display equipment and signs within their allocated Site boundaries.
- 12.12. All tent and marquee pegs must be covered with sandbags or shrubs as must other dangerous spikes or protruding objects.



- 12.13. Exhibitors must ensure that they keep walkways clear and no dangerous equipment or chemicals are accessible to the public.
- 12.14. The First Aid Station is located beside the Rugby Club Pavilion and on Pembroke Park.
- 12.15. All Accidents, incidents and hazards. Refer to the Health and Safety Policy.
- 12.16. The Society may inspect a Site from time to time. The Society may instruct an Exhibitor to make changes regarding the operation of their Site, storing or receiving of products, disposal of waste from the Site, Health and Safety risks within the Site and/or any other matter relating to the Site. The Exhibitor must immediately comply with any instructions directed by the Society. The Society reserves the right to close down any Sites or activities if they pose a risk to members of the public or to order immediate removal from the Showgrounds of any exhibits it considers dangerous, offensive or unmanageable. For the avoidance of doubt, there will be no compensation provided to the Exhibitor where the Society closes a Site as a result of this clause.
- 12.17. Vendors operating amusements must fill out a Form 4: Amusement Device Regulation available from Queenstown Lakes District Council and submit with applicable fee before the Show along with other additional required documentation as set out in the H&S declaration.
- 12.18 Full information and policies related to Health and Safety can be reviewed on the Shows [website](#).
- 13. Food and Hospitality**
- 13.1. Exhibitors providing hospitality food must either contract a licensed food provider and supply their registration certificate, or alternatively apply for a Show Food Licence upon site application if Exhibitor is providing food made by a non registered provider.
- 13.2. The Exhibitor acknowledges that the Society has adopted a "No glass" policy for Exhibitors offering hospitality.
- 13.3. The sale of food or confectionery lines, other than from approved outlets is prohibited.
- 13.4. Raffle tickets, selling or touting can be sold by non-profit organisations as long as it is done from their Site or prior approval has been sought and granted from the Society.
- 14. Liquor/Alcohol**
- 14.1. Any exhibitor intending to serve alcohol must read "Important Information" in this prospectus and notify the intention on the Trade Application. Late applications to serve alcohol may not be accepted.
- 14.2. For Off-Licence liquor applications, please contact Queenstown Lakes District Council on 03 443 0024 or email services@qldc.govt.nz.
- 14.3. No alcohol can be served or supplied outside the permitted Liquor Licence times.
- 14.4. No opened alcohol is allowed off any Site.
- 14.5. All trade sites supplying liquor must have a 'responsible person' or duty manager on site at all times when liquor is provided. Larger or high risk sites may be required to provide a qualified duty manager.
- 15. Advertising**
- 15.1. Any Exhibitor interested in sponsorship and advertising opportunities should contact the Society.
- 15.2. The privilege of distributing advertisements or other documents is restricted exclusively to Exhibitors at their respective Sites. Placards or advertisements posted without prior approval of the Society will be removed.
- 16. Signage, Structures, and the Building Act**
- 16.1. No Exhibitor shall erect scaffolding above the height of two metres for the purpose of signage. The Society reserves the right to remove any signage it deems inappropriate. No signage shall be erected outside of an Exhibitors Site. No signage or scrim shall be erected on the security fencing.
- 16.2. Exhibitors must comply with the Building Act 2004 (Act), including any regulations or amendments to the Act. Exhibitors who propose to erect a temporary structure (for example tents, marquees, and similar lightweight structures) with a floor area of 100 square metres or more on their Site are required to apply for, and obtain building consent exemption permit from the QLDC <https://www.qldc.govt.nz/services/building-services/application-forms-checksheets-and-guidance/>. Exhibitors must supply proof of approved consent to the Society before commencing building works and must provide this to the Society upon request.
- 17. Use of Exhibitor Information and the Privacy Act**
- 17.1. By completing the Application, the Exhibitor agrees and acknowledges that:
- Exhibitor details can be used as part of the Society's information;
 - Exhibitor details can be made available to the media for use in compiling the Show newspaper supplements, for human interest stories, as well as for programme preparation and for the Society to use in promotional and educational material about the Show;
 - Exhibitors details can be made available to nominated companies that exhibit resource materials, where the Society believes them to be reputable.
 - Exhibitor details given to the Society on the Application will be directly transferred and used as the company listing in the Trade Exhibitors list in the Show programme. Exhibitors should clearly state the correct company name which will be publicised;
 - Exhibitors give consent to the Society to take and use photographs, images and any video footage of the Exhibitor, or the Exhibitor's Site during the Show in perpetuity in any media without payment to the Exhibitor.
- 17.2. All personal information provided by Exhibitors on the Application will be held by the Society. Under the Privacy Act 1993, Exhibitors have the right to access and correct their personal information.
- 18. Removal**
- 18.1. Exhibitors agree that they will not commence dismantling their Site or remove any displays from the Showgrounds until after 5.30pm Saturday.
- 18.2. All Sites are to be returned to the original condition. Displays must be completely removed from the Showgrounds by 4pm on the Monday after the Show. Exhibitors acknowledge that security finishes at 8.00am on Sunday after Show.
- 18.3. Exhibitors whose items remain on the property after 4pm on the Monday after the Show will be liable for all costs incurred (legal or otherwise) plus a storage fee of \$50 per day until the items are removed from the Showgrounds.
- 18.4. Exhibitors must take special care while setting up and dismantling their display as public and young children are walking freely in the area. All work carried out must be in accordance with our Health and Safety Policy and only people qualified and skilled to undertake the work must be authorised to do so.
- 18.5. Any contamination or damage to a Site caused by an Exhibitor will be the responsibility of the Exhibitor to rectify (i.e. removing gear, machinery, equipment, bark, marquees etc). If the Society in its sole discretion deems it appropriate to engage a third party to undertake such rectification work, the costs will be passed on to the Exhibitor.
- 18.6. Any Exhibitor leaving rubbish or other property on a Site or anywhere in the Showgrounds will be liable for a fine of \$500 (plus GST) as well as the cost of removing the rubbish/property. If necessary, Exhibitors should arrange for the removal of their rubbish including hay, plants and pallets via Bis at Wānaka Wastebusters on 03 443 8606 and pay the appropriate fee directly to Wānaka Wastebusters for this service.

19. Termination or Cancellation

- 19.1 Exhibitors may be given a warning for any breach of the terms and conditions, or face immediate shut down, decided by the severity of the breach. If exhibitor has multiple warnings, future Show applications may be declined.
- 19.2. Should an Exhibitor be unable or unwilling to perform its part of these Terms or fail to comply with these Terms, or any of the Society's policies, or otherwise be in breach of these Terms, the Society may terminate these Terms by giving notice in writing. The Exhibitor shall thereafter be prohibited from occupying its Site and shall immediately remove its exhibits from the Showgrounds in accordance with the Society's directions.
- 19.3. The Society reserves the right in its sole discretion to cancel or to postpone the Show (and the operation of these Terms) by notice in writing. The Society shall not be liable to the Exhibitor for any loss, damage, or compensation whatsoever arising out of the cancellation or postponement of the Show.
- 19.4. If the Show is abandoned or postponed due to any reason beyond the control of the Society, the Society is under no obligation to refund in whole or in part any payments made by the Exhibitors. Any refund will be at the sole discretion of the Society.

20. Exhibitor Cancellation

- 20.1. If an Exhibitor should cancel or terminate a Site booking:
- prior to 31 December 2024, any refund shall be at the Society's discretion, notwithstanding that a portion shall be retained to repay expenses/costs;
 - on or after 31 December 2024, the Society will retain all monies received and reserves the right to pursue any further payments.
21. No Representation and Limit of Liability
- 21.1. The Exhibitor participates in the Show at its own risk and after undertaking its own due diligence regarding the Show.
- 21.2. The Exhibitor acknowledges that the Society does not make any representation or give any warranty with respect to the Show, including as to the success or profitability for the Exhibitor in participating in the Show, the number or type of clientele that will visit the Show and/or the suitability of their exhibit/products for the Show.
- 21.3. To the extent permitted by law, the Society excludes all warranties regarding the Site and/or the Show whatsoever.
- 21.4. The Society's liability under these Terms is limited to the fees actually paid by the Exhibitor to the Society. In no circumstances will the Society be liable to the Exhibitor for any indirect, incidental, special and/or consequential losses or damages (including loss of profits or opportunity) arising directly or indirectly in connection with the Show.
- 21.5. All refunds are minus the administration fee/s.

22. Indemnity

- 22.1. The Exhibitor shall be responsible for, and shall indemnify the Society from and against liabilities, losses, damages, claims, costs and expenses incurred directly or indirectly in connection with:
- the Exhibitor's operation of the Site at the Show and/or participation in the Show;
 - the sale and/or distribution (whether for payment or otherwise) of any products by the Exhibitor on the Site;
 - any act or omission of the Exhibitor;
 - any breach of any laws by the Exhibitor; and
 - any breach of these Terms by the Exhibitor.

23. Force Majeure

- 23.1. The Society will not be liable for any delay or failure to perform its obligations to the extent that such delay or failure results from a Force Majeure Event and while the Force Majeure Event continues. The Society will give the Exhibitor written notice as soon as reasonably possible containing details of the circumstances giving rise to the Force Majeure Event. The Exhibitor acknowledges and agrees that it will not be entitled to any reimbursement of any fees paid where a Force Majeure Event disrupts the Show. The Society may in its absolute discretion refund in whole or in part, any payment made by the Exhibitor - or waive any payment the Exhibitor is liable to make under these Terms.
- 23.2. For the purposes of clause 23.1 above, "Force Majeure" means an event or occurrence which is beyond a party's reasonable control (including, without limitation, acts of God or the public enemy, flood, earthquake, storm, cyclone, tornado, hurricane, lightning, fire, explosion, epidemic, war, embargoes, riot or civil disturbances, sabotage, expropriation, confiscation or requisitioning of facilities, the imposition of disabling exchange rate controls, orders or temporary or permanent injunctions of any duly constituted court of competent jurisdiction); and which the affected party could not have reasonably foreseen or taken reasonable measures to prevent.

24. Miscellaneous

- 24.1. If one or more of the provisions of these Terms shall be invalid or unenforceable, the remaining provisions of these Terms shall continue to be in full force and effect.
- 24.2. These Terms shall be governed by and construed in accordance with the laws of New Zealand and the Parties shall submit to the non-exclusive jurisdiction of the New Zealand courts.
- 24.3. The Society may assign its rights and obligations under these Terms to any person without the consent of the Exhibitor.
- 24.4. Words in the singular number only shall include the plural and vice versa and words importing gender shall include the masculine feminine and neuter genders and words importing persons shall include firms and companies, corporations, partnerships and all other forms of organisation and trusts and references to a party include that party's personal representatives or successors and permitted assigns.
- 24.5. When two or more persons are parties to these Terms, the Terms shall bind them jointly and each of them separately.

The Show reserves the right to close the Showgrounds at any time due to weather or any other circumstances deemed to pose a risk to the safety or wellbeing of the public or grounds. Exhibitors must cease trading/ activities and adhere to further instructions from the Management Team.

If exhibitors are found in breach of any of the above Term's and Condition's, appropriate actions will be taken at the discretion of the Society. This may include, but is not limited to; immediate exhibitor stand closure during Show, verbal or written warnings from Show team and future application to exhibit being declined.



WĀNAKA SHOW TRADE MAP 2025



STONE STREET

KEY

Site Sizes

	3m x 3m		10m x 11.5m
	5m x 5m		10m x 15m
	5m x 6m Food site		15m x 15m
	6m x 6m		Large Sites (over 15m x 15m)
	8m x 8m		Powered Site
	10m x 10m		Yards/Rings/Stages/Buildings

MCDUGALL STREET

ROCHE STREET

BROWNSTON STREET

LAKE FRONT

ARDMORE STREET