



JAMESTOWN
SA's PREMIER COUNTRY
SHOW
OCTOBER 6TH & 7TH, 2024

FOOD SITE APPLICATION PACK

JAMESTOWN SHOW SUNDAY 6th & MONDAY 7th OCTOBER 2024

THIS PACK CONTAINS:

- Application Form- This must be completed and sent to the Food and Trade Site Coordinators no later than 01/09/2024 to be considered for the 2024 Jamestown Show (Page 2 & 3)
- Application Checklist – Tasks must be completed prior to submission of your application – dates included in the application (Page 4)
- Terms & Conditions for Food/Trade sites (Page 5 & 6)
- General Information- To help you with the planning process (Page 7)
- List of Banned Items (Page 8)
- Temporary Food Site Permit

Photos of your products and stall are strongly encouraged.

For further information, please contact the Food and Trade Site Coordinators on the details provided.

Leanne and Susie Adams

Food and Trade Site Coordinators

PO BOX 188, Jamestown SA 5491

P 0447 625 072 or 0407 643 022

E sites@jamestownshow.com.au

W www.jamestownshow.com.au

F www.facebook.com/JamestownShow

Food Notification Form for Stall Holders (Food Vendors or Portable Food Vendors)



NORTHERN AREAS
COUNCIL

Please ensure that a separate form is completed for each stall holder

STALL DETAILS	
Name of Stall/Food Business:	
Name of Stall Holder or Food Business:	
Reference number*	

**If food business reference number is applicable.*

EVENT DETAILS	
Name of Event:	
Event Location:	
Date/s of Event:	
Time of Event:	
Name of Proprietor (person responsible for the food business or the person in charge):	
Address of Stall Holder or Food Business	
Contact Person:	
Phone Number:	
Mobile Number:	
Max. number of food handlers / staff at the stall (at any one time):	
Type of food to be sold on the day:	

DECLARATION			
Notification Submitted By:			
Stallholder Signature:		Date:	

Please return to event organiser once completed

ABN:

Email Address:

Do you consent to this email being used as a contact method for correspondence and information regarding future Jamestown Show events? YES/NO

Description of goods to be displayed or sold at your site:

Public Liability Insurance attached: YES / NO **(This is a compulsory requirement)**

Description & size of tent, vehicle, caravan etc (personal accommodation) that you will have on site:

(Please note: You are required to supply your own power cords if power is required for either your site or camping purposes.)

Payment: An invoice will be sent to you upon acceptance of your application. Once the invoice is paid you will receive your passes and information pack as confirmation. We ask that this is paid at your earliest convenience and no later than 1 month prior to the show unless otherwise arranged.

<i>All Prices are GST Inclusive</i>				
		Cost	Quantity	Cost \$
Commercial Site	UNPOWERED	\$150		
Commercial Site	POWER SUPPLIED	\$300		
Community Site	(Clubs, Non-profit)	By negotiation	Please contact secretary	
Additional charges				
Camping – unpowered	Please contact	\$25		
Additional Day Passes (2 Included)	Per Day	\$12 (Adult)		
Administration Fee	Per application	\$10		\$10
Total Application Fee				\$

Power Requirements: _____

Yes, I have read the terms and conditions from the Jamestown A, H & F Show Society Inc and accept the terms & conditions and agree to abide by them. I will ensure that all volunteers and staff under my direction are also made aware of this information. I/We accept all decisions made by the management committee and its delegates as final.

Signed _____

Date _____

FOOD SITE APPLICATION CHECKLIST

Jamestown Show 2024

- Complete all fields on the application form
- Email or Post your application form (pages 2 &3) to:
Email: sites@jamestownshow.com.au

ATTN: Secretary

Jamestown Show

PO BOX 188, Jamestown SA 5491

- We ask that the invoice be paid at your earliest convenience, no later than 1 month prior to the show
- Show opens at 10am on Sunday and 8 am Monday. It is recommended all sites are set up prior to official opening times.
- Fill in Temporary Food Site Permit if required and return with application. (Subject to Northern Areas Council Approval. Application will be submitted to the council on your behalf.)

Prior to the Show you will receive an email or text confirming your site number as confirmation of final payment and acceptance of your final application.

Keep pages 4-8 for your reference

Should you have any questions- please contact the Food and Trade site coordinators on Leanne
– 0447 625 072 or Susie 0407 643 022

Terms and Conditions of Trade/Food Site – Jamestown Show 2024

- Booking for trade space is secured on full payment which **MUST** be paid prior to the show
- A copy of Public Liability and Product Liability Insurance must accompany the Trade/Food Site Application- Please contact the Food and Trade Site Coordinators if you have any questions
- No refunds given unless negotiated with the committee 1 month prior to the show
- Stall holders to provide own tables, trestles, display equipment, water hoses, extension cords and connections etc
- The Show Society reserves the right to refuse sale of any item it deems unsuitable
- The Show Society reserves the right to accept or refuse any trade space application
- All Trade Site Applications received before 30/08/2024 will receive wrist bands for entry via the post, which will admit 2 adults. Extra tickets may be purchased as per application form
- Trade Site Applications received after the 06/09/2024 will need to organise to pick up wrist bands for entry prior to the show. If wrist bands are not picked up the trade site applicant will need to pay entry on the day and this will not be reimbursed. No exceptions will be made
- Wrist bands must be produced at the gate
- All powered items must be to Australian Standard including tagging. The Society will undertake checks
- Safety tagged extension cords with the name of the owner to be securely attached and joins to be in an approved waterproof cover
- Gas cylinders must be date compliant
- Hygiene must be adhered to when selling or offering food products for tasting
- Raffles will not be permitted unless approved by committee prior to event
- Shower facilities available. *Please note: Showers will be locked at 9 am Show morning*
- Due to the high demand of power on show day, power cannot be guaranteed to your accommodation between 10am and 8pm Sunday and 8am and 4pm Monday
- Outdoor traders should bring their own protection for inclement weather
- Until payment is received site cannot be guaranteed
- The Society does not hold itself responsible for damages to stock, vehicles or persons from the Traders at the Jamestown Show
- Trade sites must comply with directions from committee members and ground stewards regarding allocation of sites and site safety

- Trade sites are responsible for their equipment, stock and other materials during the show including set up and pack up
- All decisions made by the committee and its delegates are to be considered as final
- Operators are responsible for their own safety and welfare and must take reasonable steps to keep themselves, employees, customers and anyone entering their site safe at all times
- The operator accepts all responsibility for and shall hold the committee indemnified against any death, personal injury, damage or loss to any person, persons or property howsoever arising and whether at or in consequence of the Show by reason of any act, omission or neglect of the Operator or arising out of the transport, installation, use the demonstration of any machinery, implement, apparatus, static display or stand AND the Operator hereby undertakes to faithfully conform with any regulations, by-laws or ordinances made under such Acts of Parliament or by any Government, Semi Government or Local Government Authority duly authorised to make regulations, by-laws or ordinances in connection herewith, and any such directions the Committee or its delegates may give
- The safety management plan is a compulsory document and must be completed by all trade site holders, a copy must be provided prior to trading – this will come in the information pack
- The committee takes no responsibility for any goods left unattended overnight at the trade site
- Operators must comply with Federal Council of Agricultural Societies list of banned items

General Information

ACCESS TO SITES

Trade site operators may have access to their site for set up from 12 pm on Saturday and 8am on Sunday and Monday. Further Information will be emailed closer to the show included site allocation and any other additional details.

ACCOMODATION

Camping at the Jamestown Show grounds is permitted as per application form. Alternatively, accommodation can be obtained locally. Please visit www.visitjamestown.com.au for further information.

CAR PARKING

Trade site operators are permitted to park at the Jamestown Show grounds for the duration of the show in the allocated areas.

CLEAN UP

It is appreciated if all items and equipment used and displayed at Trade Sites is removed promptly after the conclusion of the show.

GATE PASSES

Each Trade application includes 2 adult and 1 vehicle two-day gate passes. More are available for purchase as per application.

INSURANCE

Liability insurance must be placed by all trade site operators for the entire event including set up and removal. A copy must be provided upon submission of application and is a requirement of approval.

MEALS

Meals are available from food sites around the event.

PETS

Pets of Trade site operators are permitted on the Jamestown Show grounds area, they must be appropriately restrained at all times. Pets of the general public are prohibited.

POWER

Single Phase power is available to most sites and must be booked upon application. Power cords must be supplied by operator and must carry a current, valid test tag of compliance.

PUBLIC SERVICES

Emergency services will be in attendance and on call at the Jamestown Show to provide emergency First Aid.

SECURITY

Security patrols will be completed at regular intervals over the duration of the show and overnight. Please note it is up to stall holders to secure stock and belongings overnight. The committee takes no responsibility for loss or damage.

SHOWERS/TOILETS

Showers can be found at the Football Club Change rooms. They will be locked for the duration of the show on Saturday and open Sunday Morning until 9am where they will again be locked for the duration of the show. Please see show map for toilets.

PRIMARY CONTACTS

Should a life threatening emergency occur please call 000.

Food and Trade Site Coordinators: Leanne and Susie Adams M 0447 625 072 or 0407 643 022

Or alternatively ask the ground stewards at the event

List of Banned Items at the Jamestown Show



LIST OF BANNED ITEMS AT AGRICULTURAL SHOWS

Drug Related Goods (including Cocaine Kits, Bonges etc)
Explicit and Hard-core T-Shirts
Fake Cigarettes
Fireworks - Crackers
Fuel Type Fire Lighters (Zippo)
Horns and Trumpets
Knives (including Pen Knives)
(excluding appropriately packaged kitchenware sets)
Laser Pointers
Metal and wooden Martial Art Nunchakus
Playing Cards (Nude or Lurid)
Pressure Pack Snow
Pressure Pack Fart Gas
Silly String
Stink Bombs
Bouncing Beans
Water Bombs
Electric Hands

Toy Guns are acceptable; however, the following are NOT:

Ball Bearing Guns
Eight Shot Caps
Pellet Guns
Pop Downs (Throw Downs)
Potato Guns (Bullet Type)
Roll Caps
Strip Caps
Water Pistols over 150mm (6")