2020 Prospectus

39th annual eventWednesday 12th, Thursday 13th
and Friday 14th February 2020

Saputo Dairy Australia

5331 Great Ocean Road, Allansford, Victoria 3277 Behind Cheese World, 12km east of Warrnambool Phone 03 5565 3142

Email sungold.fielddays@saputo.com www.sungoldfielddays.com.au ABN 52 166 135 486

Applications Close

Friday 8 November 2019 at 5pm



Public Enter for FREE on Wednesday!

sungoldfielddays.com.au







Welcome



The Sungold Field Days is proud of its 39 year history as one of Victoria's premier Field Days. We are the only dairy focused Field Day in the region, and continue to provide a platform for businesses to display their products and services to the agricultural community.

The event continues to be a key date in the regional calendar and following on from the great success last year, the Sungold Field Days will again be opening our gates for free public entry on the first day, Wednesday 12 February. Spread the word to your customers and get ready for a really great Sungold Field Days in 2020!

We would love the opportunity to host you and your company at the 2020 Sungold Field Days and think it's a great opportunity to showcase what you have to offer to a targeted market.

Closing date for applications is Friday 8 November 2019.

Emma Kavanagh Sungold Field Days Coordinator







Site Fees

Outdoor Sites (Inc GST)

Site fee is for space only. Power is charged separately, and exhibitors are responsible for all infrastructure.

Refer site map on page 5 to view the location of the different size outdoor sites.

1 site	3m frontage x 3m deep	\$200
1 site	6m frontage x 12m deep**	\$395
1 site	6m frontage x 15m deep	\$395
2 sites	12m frontage x 15m deep	\$535
3 sites	18m frontage x 15m deep	\$685
4 sites	24m frontage x 15m deep	\$835
5 sites	30m frontage x 15m deep	\$985
6 sites	36m frontage x 15m deep	\$1,135
7 sites	42m frontage x 15m deep	\$1,285
8 sites	48m frontage x 15m deep	\$1,435

^{**} Site deep of 12m applies to those sites located on the boundary of the northern car park, running east.

Food Vendors (Inc GST)

1 Outlet	\$395

Vendors must be self-contained with the exception of power (ie van) and must specify space required in Site Application Form.

Electric Power (Inc GST)

Power is available from 12pm Tuesday 11 February. If you require power earlier than this, please specify your additional power requirements in your site application. Surcharges may apply.

15 amp Single Phase, 1 Outlet	\$60
Additional Single Phase 15 amp Outlet (each)	\$40
Three Phase, 1 Outlet (each)	\$100

Please indicate the number of amps on the application form.

Exhibitor 3-day pass (Inc GST) \$20

One complimentary 3 day exhibitor pass will be issued with every site booked (ie, if you book 2 sites you will receive 2 exhibitor passes, 3 sites, 3 exhibitor passes etc).

Site Selection

Applications to be submitted along with site safety form and current insurance documents by 5pm on Friday 8 November 2019.

You will receive an email notification informing you of the status of your application on Friday 22 November 2019. If your application has been successful you will receive an invoice at this time.

Please note that full payment is required by Friday 27 December 2019. If payment is not received by this day event management reserves the right to re-allocate your site to another exhibitor.

Please indicate site requests on your site application form. Site requests will be considered but not guaranteed. Please refer to site map on page 5 for site numbers.

Map Key

3m frontage x 3m deep outdoor site	Orange
6m frontage x 12m deep outdoor site	Blue
6m frontage x 15m deep outdoor site	Green
Food vendor	Purple
Site configuration and terrain varies	Red

- First Aid
- Public Catering
- Public Conveniences
- **&** Disabled Public Conveniences
- ATM Auto Teller
- P Free Parking
- Evacuation Point
- McLaren Hunt Free Train



GREAT OCEAN ROAD

General Information for Exhibitors

Closing Date for Applications

Site applications must be received no later than Friday 8 November 2019 at 5pm.

Late applications may be accepted subject to Event Management approval and site availability.

Site Allocation

Sites will be allocated at the discretion of Event Management, who will do their best to accommodate requests regarding your position, however there can be no guarantee this can occur.

Event Trading Hours

9:00am – 4:00pm Wednesday 12, Thursday 13 and 9:00am – 3:00pm Friday 14 February 2020

General Public Entry Fee

Wednesday		FREE
Thursday/Friday	Adult Student	\$18 \$8
	Aged 12 and under	FREE

Site Cancellation

A refund less a \$50 admin fee will be paid for cancellations made prior to Friday 27 December 2019. No refund will be paid for cancellations after this date. Site cancellations are to be confirmed in writing.

Site Administration Office Hours

The site administration office will be open from Sunday 9 – Friday 14 February. The hours are:

 Sunday 9 February
 9:00am - 5:00pm

 Monday 10 February
 7:30am - 7:00pm

 Tuesday 11 February
 7:30am - 8:00pm

 Wednesday 12 February
 7:30am - 5:30pm

 Thursday 13 February
 7:30am - 5:30pm

 Friday 14 February
 7:30am - 6:00pm

Sungold Field Days Official Program

The official Sungold Field Days program will be inserted into The Standard newspaper a week prior to the Sungold Field Days, as well as handed out at the gate.

Exhibitors have the opportunity to purchase an advertisement in the Official Program. Please refer to the back page for rates. Deadline for bookings is Thursday 12 December 2019.

Contact sungold.fielddays@saputo.com if you have an editorial story to be considered for the Official Program.

Set Up Sites

Commercial marquee companies permitted to bump in 9am - 5pm from Monday 3 February

Exhibitors are permitted to bump in their site on the following times:

Sunday 9 February 9:00am – 5:00pm Monday 10 February 7:00am – 7:00pm Tuesday 11 February 7:00am – 8:00pm

For access to the site outside of these hours, please contact the administration office to make arrangements.

Exhibitors are to be set up by 8pm Tuesday 11 February. If any exhibitor is going to be delayed beyond that time, please contact the administration office to let them know.

Event Management reserves the right to shift, remove, or have removed, any structure which has been erected on a wrong site, or structure which has not been erected in accordance with the requirements of the terms and conditions, directions given by the Event Management or which is otherwise deemed not to have been erected in an appropriate manner.

Forklifts

Forklifts (capacity 2.5 tonne) can be booked at the administration office and are available for a maximum of 30 mins at the below times:

Sunday 9 February 9:00am – 5:00pm Monday 10 February 7:30am – 7:00pm Tuesday 11 February 7:30am – 8:00pm

Lifts for longer than 30 minutes will require exhibitors to make their own arrangements. This forklift can only move standard sized pallets. All care will be taken to unload equipment, however the Sungold Field Days will not be held liable for any damage caused from or in relation to the use of any forklifts, including (without limitations) any unloading.

Any forklifts brought on site must be 'all terrain' forklifts and operators must have a current forklift licence that needs to be presented at the administration office and a copy will be kept on file.

Site Boundaries

Site boundaries will be marked on the ground and site numbers will be marked on the site. All structures, exhibits and signage must be within the marked boundary.

Safety

Exhibitors are recommended to have on site:

- fire extinguisher
- fire blanket
- first aid kit



General Information for Exhibitors

Packing Up Sites

Exhibitors are to bump out of their site on the following times:

Friday 14 February 3:30pm – 7:00pm Saturday 15 February 8:00am – 5:00pm Sunday 16 February 9:00am – 5:00pm Monday 17 February 9:00am – 5:00pm

Exhibitors may pack up their sites after 3pm Friday; however, no vehicles will be allowed to move until approx. 3:30pm at the discretion of Management.

Forklift bookings can be made at the administration office and are available Friday 3:30pm – 6:00pm and Saturday 8:00am – 5:00pm.

All exhibitors must be bumped out and equipment removed no later than 5pm Monday.

Exhibitor Passes

A complimentary exhibitor pass will be issued with every site booked. Additional exhibitor passes are \$20 per person for three days and can be added to your site application form or purchased from the administration office. All passes pre ordered will be sent and any ordered on site need to be collected from the administration office by close of business on Tuesday 11 February. These passes must be produced daily when entering the site or exhibitors will be charged admittance.

Exhibitor Vehicles

NO vehicle may be parked on site unless it forms part of your exhibit and is approved by Event Management. Requests for approval can be made by completing the relevant section on the application form. Vehicles approved to be parked on site during the event will be issued a SFD Vehicle Site Sticker.

No vehicles will be permitted to be driven on the field days site between the hours of 9.00am and 4:30pm on Wednesday and Thursday, and 3:30pm Friday, unless approved by management.

In case of emergency only, contact administration and you will be escorted from your site.

Note: There is to be NO exhibitor parking in the Cheese World car park.

Occupational Health and Safety

The site allocated to you is an extension of your workplace and Occupational Health & Safety legislation applies. Exhibitor sites will be subject to inspection / audit by Sungold Field Days OHS Management and may be subject to inspection by Work Safe and Energy Safe Victoria inspectors at any time.

Food Vendors

All food vendors must comply with the requirements of the Food Act 1984, be registered with their local Council, and register a Statement of Trade via Streatrader:

streatrader.health.vic.gov.au

Please supply a copy of your food registration along with your Statement to Trade at the Sungold Field Days. For further information, please contact the Moyne Shire Environmental Health Officer on 03 5568 0555 or EHO@moyne.vic.gov.au

Food vendors must also abide by the conditions set by the CFA's Can I or Can't I brochure – see the CFA website at www.cfa.vic.gov.au/warnings-restrictions/can/

All milk used at the Sungold Field Days must be Sungold Milk. Sungold Milk can be ordered through Dairy Drop (03) 5562 0482 / 0407 777 539

Onsite BBQs

Exhibitors wishing to have a BBQ on site must apply and have obtained approval by Event Management and must abide by the conditions set by the CFA's Can I or Can't I brochure – see the CFA website at www.cfa.vic.gov.au/warnings-restrictions/can/BBQs are not to be used on Total Fire Ban days. BBQs must also be in a safe condition for operation, and an appropriate fire extinguisher must be on site at all times. Event Management reserves the right to check all gas appliances.

Security

Security will be provided by a professional accredited company. Security is on site at the following times between Sunday 9 to Monday 17 February:

Sunday 5:30pm – Monday 7:00am Monday 5:30pm – Tuesday 7:00am Tuesday 5:30pm – Saturday 8:00am Saturday 5:00pm – Sunday 9:30am Sunday 5:00pm – Monday 9:30am

Security is ultimately the responsibility of the exhibitor.

Saputo Dairy Australia Pty Ltd, the Event Management and their respective related bodies corporate, officers, directors and employees shall not be held liable for loss or damage of exhibitors' property while on the Field Days site.

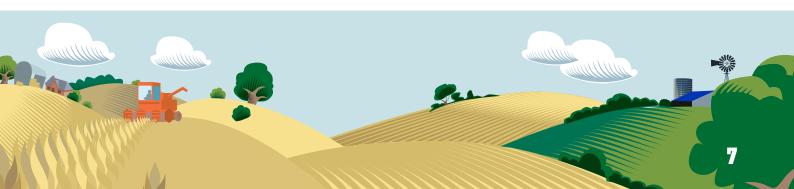
Site Sharers

There is no additional fee for Site Sharers (additional exhibitors) on your site, however any Site Sharers must be covered by your insurance submitted with your site application.

Site Sharers can be listed in the official program at a fee of \$50. Please provide Site Sharer name and exhibit description on your site application form.

Drilling or Digging

There will be no drilling or digging permitted on site without prior approval from Event Management.



General Information for Exhibitors

Power Leads and Appliances

These must be tested and tagged in compliance with AS 3760 2010 and must be current at the time of the event. All leads and appliances will be inspected for a current test tag before access to power is given. Leads and appliances are not to be set up until they have been inspected. No current test tag, NO power.

Jim's Tag and Test will be on site and available to tag your cords from 9am - 5pm on Tuesday 11 February. Cost is \$15 per tag, and must be paid to Jim's Tag and Test at time service is provided.

- Keep electrical leads off the ground where possible and do not create a trip hazard
- Do not run leads across pedestrian or vehicular access areas unless fully protected by a barrier or suitable mechanical protection cable
- Do not hang leads from scaffolding (a non-conductive lead stand may be used)
- The use of double adapters and piggyback fittings is not permitted
- Earth leakage protection must be provided and used
- Any damaged leads, wiring, equipment is not permitted to be used
- Portable generators must conform to all relevant standards.

Marquee Hire

Marquee and equipment hire is the responsibility of exhibitors, and several marquee providers are listed below:

Atmosphere Event Hire

Phone 1300 286 677 Email info@aevents.com.au Website www.aevents.com.au

Bourke Hire

Phone (03) 5872 1433 Email info@bourkehire.com.au Website www.bourkehire.com.au

Quality Event Hire

Phone (03) 9706 6222 Email events@qualityeventhire.com.au Website www.qualityeventhire.com.au

Select Events

Phone (03) 5022 2036 or (08) 8447 4261 Email sales@selectevents.com.au Website www.selectevents.com.au

Warrnambool Party Hire

Phone (03) 5561 2066

Email info@wboolpartyhire.com.au Website www.wboolpartyhire.com.au

Cranes

Crane hire is the responsibility of exhibitors, and several crane hire providers are listed below:

Warrnambool Crane Hire

Phone (03) 5562 3831 / 0407 529 329

Email wch@westvic.com.au

Website www.warrnamboolcranehire.com.au

Western District Crane Services

Phone Tony 0409 026 054 / Chris 0400 141 434 Email tony@wdcraneservices.com chris@wdcraneservices.com Website www.wdcraneservices.com

Accommodation

For information on available accommodation please call

Warrnambool Visitor Information Centre

Phone 1800 637 725

Email vic@warrnambool.vic.gov.au Website www.visitwarrnambool.com.au

No camping is permitted onsite.

Delivery Service for Exhibitors and Patrons

A free delivery service is available during the field days for the transportation of purchased goods from your site to the customer's vehicle and/or your vehicle and your site. Note that restrictions on movement of vehicles may impact on delivery times. Book at the administration office.

Hay is not supplied by the event.

Water

Drinking water can be obtained from taps marked "Drinking Water".

First Aid

A First Aid provider is on site during trading hours throughout the field days event and will be available to administer first aid.

Site Awards

Six site awards will be presented during the field days. These are:

- 1. Best Commercial Exhibit Sponsored by Saputo Dairy Australia
- 2. Best Farm Machinery Award Sponsored by Clinton Baulch's Warrnambool Nissan
- 3. Best Small Business Exhibit
- 4. Rural Award Sponsored by The Standard
- 5. Best Site Award Sponsored by Sungold Field Days



Terms and Conditions

Terms and Conditions

By completing an application form for a licence to exhibit at the Sungold Field Days ('Licence') on February 12, 13, 14 2020 ('Field Days') and forwarding it to Sungold Field Days Event Management ('Event Management') at the address noted in the prospectus in which these terms and conditions ('Terms') are set out you ('Exhibitor') agree to be bound by the Terms as varied by Event Management and notified to you from time to time. The 'General Information for Exhibitors' noted in the Prospectus must be reviewed and adhered to.

Fees

- All fees and charges are as set in the Prospectus ('Fees') and must be paid in full before 5pm on Friday 27 December 2019
- In addition to the fees, Exhibitors are responsible for all costs relating to their Licence and exhibit, including without limitation all stalls, displays, installation and erection costs and removal fees.

GST

3. Fees are inclusive of GST unless otherwise specified.

Electrical Safety

 Underground power cables and pipelines will be marked on site, no objects to be driven into the ground within one metre of these lines. Exhibitors will be liable for damage incurred on site.

Erection of Structures

5. Exhibitors and their contractors must conform to the requirements of any Act of Parliament which may govern the erection of structures and the display and /or other products or goods of the Exhibitors, and the regulation by-laws and ordinances made under such an Act.

Safe Work Method Statements

Exhibitors, contractors and sub-contractors conducting high risk work must have their safe work method statements available to be sited by Event Management.

Permits to Work

7. Exhibitors, contractors and sub-contractors conducting work that require permits must have them available to be sited by Event Management and work undertaken must be performed by suitably licensed and qualified people.

Personal Protective Equipment

8. Any person, including but not limited to staff and contractors that are on the Sungold Field Days sites prior to the nominated bump in, event, and bump out times must at all times wear high visibility clothing and closed footwear. Safety equipment such as helmets and protective eyewear are to be worn in accordance with industry practices and standards.

Contractor Supplied Equipment

9. Exhibitors, contractors or sub-contractors supplied equipment must, at a minimum, meet the Work Safe Industry Standards. This includes hand tools, power tools, specialist test and measuring instruments, elevated work platforms, mobile plant and equipment and harnesses etc. Work undertaken must be performed by suitably licensed and qualified people.

Hazardous Substances, Dangerous Goods & other substances

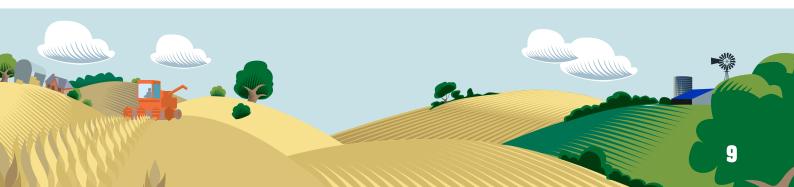
10. Exhibitors, contractors or sub-contractors who have any Hazardous Substances or Dangerous Goods must adherence to PPE, storage, segregation, bunting, spill kits and safety shower/eye wash station regulations. A copy of the most recent MSDS must be available to be sited by Event Management. You must declare in your site application what is being bought onto site.

LP Gas

11. Exhibitors, contractors or sub-contractors must comply with the "Code of Practice for the Safe Use of LP Gas at Public Events in Victoria" and in conjunction with Australian Standard 1596, 5601 and relevant Worksafe Victoria regulations. All gas appliances shall be certified and display their approval badge as proof of certification. You must declare in your site application what is being bought onto site.

Caterers

12. Caterers must comply with the Food Act 1984 (the Act), the Australia New Zealand Food Standards Code, which is part of Victorian law, and the Victorian specialist food agencies PrimeSafe and Dairy Food Safety Victoria. The environmental compliance officer will be present at the Field Days.



Terms and Conditions

Alcohol and Drugs

13. Exhibitors, contractors and/or sub-contractors are to ensure all persons attend work free from the effects of alcohol and/ or other drugs, including prescription and over-the-counter medications. Anyone who is determined to be under the influence of or impaired by alcohol and/or drugs will be removed from Sungold Field Days site. Alcohol is not to be sold to the general public for consumption on site unless otherwise agreed in writing by Event Management

Injuries and Near Misses

14. All injuries and near misses must be reported immediately to the event office.

Emergency Evacuation

15. In the case of an evacuation, follow instructions issued over the PA system and muster in the designated evacuation areas or take instructions from emergency agencies if they are on site.

Conduct on Sites

16. Event Management reserves the right to regulate and restrict excessive noise or inappropriate conduct or behaviour (in the reasonable opinion of Event Management) on the site(s) allocated to or occupied by Exhibitors at the Field Days ('Site'). In addition, no Exhibitors may conduct or permit to be conducted on its site, any competition or gaming event that incurs a charge of any kind. Only charitable organisations that have previously obtained Event Management's written consent may sell raffle tickets. Counterfeit products are strictly prohibited. Exhibitors undertake to comply with these terms and conditions and with all laws, regulations and ordinances relating to the site and this Licence, as in force from time to time

Maintenance on Site

17. Exhibitors are responsible for maintaining their Site in good and safe condition at all times during the Field Days, and will, before leaving the Site each day of the event and on dismantling of the Site, clean the Site to the reasonable satisfaction of Event Management. Exhibitors also have a general obligation to limit and remove garbage from the Site and surrounding areas.

Vacate Site

18. Exhibitors acknowledge that any property left on a Site after completion of the Field Days and not collected by

5pm Monday 17 February will become the property of Event Management. Event Management may deal with such property as it deems appropriate (including, without limitation, by way of sale or disposal) and may retain for its own use the proceeds of any sale of such property.

Cancellation of Field Days

- 19. Event Management reserves the right, in its absolute discretion, to cancel or postpone the Field Days for any reason.
- 20. If Event Management exercises its cancellation rights under clause 8, Event Management will advise exhibitors as soon as possible of such action. Event Management will not be liable to the Exhibitor for any costs, damages or expenses directly or indirectly arising from such cancellation or postponement and the Exhibitor will in respect of a cancellation only be refunded any fees already paid if it can be reasonably demonstrated to the satisfaction of Event Management that the Exhibitor can neither attend on the postponed date nor attend in the following year (and if the Exhibitor can attend in the following year the fees will be held in account of such attendance).

Refunds

- 21. Subject to clause 20, if any time prior to the commencement of the Field Days.
 - (a) an application for a Licence is rejected, any fees paid by the applicant will be refunded; or
 - (b) a Licence is cancelled, all fees paid less Event Management's reasonable costs and expenses as determined by Event Management at its sole discretion will be refunded.

Applications

22. All site applications must be received prior to Friday 8November 2019, and all fees paid by the time set out in clause1. All applications received after that date may be accepted but only at the sole discretion of Event Management and subject to the availability of sites and any other necessary amenities.

Right to Reject Application or Cancel Licence

- 23. Despite any provision of these terms to the contrary, Event Management may, in its sole discretion and at any time:
 - (a) reject any application; or
 - (b) cancel a Licence for any reason including, without limitation:



- (i) if the Exhibitor is in breach of these terms;
- (ii) if the Exhibitor has not paid the fees in full by the due date under clause 1;
- (iii) if the Exhibitor does not safely occupy its Site prior to 8am on 12 February 2020 and throughout the Field Days; or
- (iv) if Event Management considers it necessary, expedient or desirable, by notice with immediate effect served on the Exhibitor, and all fees are then forfeited.

In addition, if a Licence is cancelled by Event Management before setup commences for the Field Days because of information which comes into Event Management's possession, fees are forfeited as set out in clause 12(b) unless otherwise agreed in writing by Event Management.

Livestock

24. Livestock are only permitted in authorised areas determined by Event Management. They must be halter trained. They must be fully restrained and appropriate barriers must be placed between public and animals at all times. Event Management reserves the right to order removal of livestock at any time or, if such order is not complied with or in circumstances of emergency, remove at Exhibitors cost.

Re-allocation

- 25. Event Management reserves the right to re-allocate any Sites, which are not occupied by 8am on 12 February 2020 without notice to the Exhibitor, unless prior written arrangements have been made with Event Management.
- 26. If requested by an Exhibitor prior to the commencement of the Field Days, Event Management may, in its absolute discretion, provide a different site to an exhibitor on such terms and conditions as Event Management sees fit including the requirements to pay an additional fee.

Indemnity

27. Each exhibitor indemnifies and will keep indemnified Saputo Dairy Australia Pty Ltd, the Event Management and their respective related bodies corporate, directors, officers and employees from and against any costs, loss, damage or injury to any person or property which arises from or relates to the Licence hereby granted and the occupation of a Site by the Exhibitor save to the extent that such cost, loss, damage or injury arises from or relates to any act or neglect of Saputo Dairy Australia or Event Management. Without limiting this indemnity, it shall extend to cover claims caused by any livestock under the care of the Exhibitor or which arises out of

the Exhibitor's use of any machine, implement or apparatus of any nature whatsoever used in connection with the Exhibitor's Licence or occupation of the Site.

Limited Liability

28. Except to the extent that its liability cannot be limited at law, Saputo Dairy Australia Pty Ltd, the Event Management and their respective related bodies corporate, directors, officers and employees will not be liable for any cost, loss, damage or injury to any person or property of the Exhibitor at any time before, during or after the Field Days. Event Management makes reasonable overnight security arrangements for the entirety of all sites but will not separately consider any individual Site and Exhibitors must make arrangements for any special needs.

Insurance

29. Without limiting clauses 27 and 28, Exhibitors must take out public risk and other insurance to a value that appropriately covers their exhibit, visitors to their site, adjoining sites and the risk they pose to the public in relation to their site. All exhibitors must have, as a minimum, their own public liability insurance with an indemnity amount of no less than \$20m. This insurance must note the Sungold Field Days site as premises covered by the public liability cover unless otherwise negotiated with Event Management.

Amending Terms

30. The terms may be amended at any time by Event Management and changes will take effect in the respect of an Exhibitor when advised to that Exhibitor.

Governing Law

31. These terms are governed by the law applicable in the State of Victoria and the parties submit to the nonexclusive jurisdiction of the Courts of that State.

Contact Details

Phone (03) 5565 3142 **Mobile** 0407 724 552

Email sungold.fielddays@saputo.com **Website** www.sungoldfielddays.com.au

Address 5331 Great Ocean Road, Allansford, Victoria 3277



BE SEEN IN THE OFFICIAL

Sungold. Field Days Francisco III

2020 SUNGOLD FIELD DAYS GUIDE LIFTOUT

- Official preview to the Sungold Field Days 2020
- Over 11,000 copies distributed throughout the South West
- Includes field days maps and exhibitors lists
- Inserted in The Standard two weeks prior to the Sungold Field Days, Thursday January 30, 2020 and distributed at all entry gates

ADVERTISING RATES:

T22 Eighth Page (92mm H x 129mm W)	\$385
T24 Strip Quarter Page (92mm H x 260mm W)	\$650
T32 Quarter Page (139mm H x 129mm W)	\$650
T34 Half Page (139mm H x 260mm W)	\$885
T64 Full page (280mm H x 260mm W)	\$1,510
T64 Gloss cover (280mm H x 260mm W) with .05cm bleed	. \$1,650

Advertising rates are inclusive of digital exposure with 5000 page impressions on *The Standard website*.

BOOKING DEADLINE:THURSDAY DECEMBER 12, 2019

To book your advertisement or for further information please contact your Sales Representative or

KATHLEEN WILTSHIRE

P: 03 5563 1900 | E: kwiltshire@fairfaxmedia.com.au

www.standard.net.au





