

EXHIBITOR TERMS AND CONDITIONS



POLICY FOR EXHIBITORS

The Tasmanian Forest Festival relies heavily on the support of the forest industry, community and businesses which share the same ideals in relation to our sustainable working forest industry and the employment, wealth and wellbeing it creates. As such, the committee of the festival will not accept any support (financial or otherwise) from any organisation, business or individual which does not share in the aims, ideals and objectives of the event.

The Tasmanian Forest Festival committee reserves the right to accept or reject any application and the decision will be final. Any correspondence in relation to the sponsorship policy must be put in writing and addressed to the Chairman

REFUNDS AND CANCELLATION FEES

Cancellations must be made in writing to the Chairman prior to the closing date for applications. If notification is received prior to this time, no fee will be payable. Cancellations made after the closing date and up to two weeks prior the event, will attract a 10% administration fee. Cancellations made within two weeks of the festival will attract a 50% charge equal to the total fee payable.

SITE PLAN AND ALLOCATIONS

Site allocations will be made after the closing date and applicants will be notified in writing two weeks prior to the event.

A site plan will be distributed in early March. Due to the fact the festival has out-grown all expectations, the committee may need to make some last minute changes, however please be assured that our first priority is to our supporters and sponsors and if you have any issues, please do not hesitate to contact us as soon as possible. For those who need to bring vehicles/machinery on-site, your best entry point will be highlighted on the site plan.

No exhibitor shall;

- Allow their exhibit to extend beyond the limits of their allocated site or erect barriers to prevent free and uninterrupted passage of the public between exhibits.
- Erect display signs or fencing in such a manner as to cause inconvenience to other exhibitors.
- Paint or mark any of the committee's property.

The committee reserves the right to regulate the use of equipment on static display sites which produces excessive noise, causing annoyance to other exhibitors and/or the public. No loudspeakers are permitted to be used by exhibitors. Microphones may only be used with a reasonable level of volume, which is acceptable to neighbouring exhibitors.

All exhibitors are required to keep and leave the site in a clean and orderly condition, equivalent to that prevailing prior to occupancy. Any goods or equipment left on site for longer than two weeks after the event will become the property of the Tasmanian Forest Festival.

The Chairman and two of the committee shall have the power to enter exhibitor's site at any time and remove any article, sign, picture/s, printed matter or slide show which in their opinion may cause offence to the public, sponsors or the officials of the committee. Any sites left in an unacceptable condition will be cleaned and an account for the cost will be sent to the exhibitor.

ENTRY PASSES AND VEHICLES

Entry passes will be issued in accordance with application, and will be distributed in mid March. However passes will not be distributed until full payment has been made. All entry passes must be surrendered at the gate and are non refundable. Vehicles may be brought on site to unload your material, however your vehicle MUST be removed to the carpark by 9am on the day of the festival.

INSURANCES, REGULATIONS ETC

Each exhibitor must carry a public liability insurance policy of \$5M. A copy of this policy must be forwarded with your application. If you don't have public liability insurance, arrangements may be made in certain circumstances to cover you under the organising committee's insurance policy.

Exhibitors agree to occupy their site at their own risk and shall accept all liability for damage or injury to any persons or property howsoever the same shall occur and hereby release and indemnify the Tasmanian Forest Festival, the organising committee, sponsors and their servants and agents from all claims and demands of any kind and from all liability which may arise in respect of any accident, damage or injury occurring to any person, persons or property on site.

Exhibitors undertake to faithfully conform with the requirements of any Act of Parliament which may govern the erection of structures, displays and/or demonstration and/or sales of machinery and other products and also to 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 including the requirements of the Pure Foods Act.

The Committee shall have the right to inspect any structure and contents erected on the area covered by the contract and make any changes deemed necessary for safety purposes.

CATERERS

Under the Huon Valley Council requirements, all food outlets must hold a relevant Food Handlers Certificate. This certificate may be reviewed by Health Inspectors from the Huon Valley Council on they day.

FIRE EXTINGUISHERS

All exhibitors must have an appropriate and approved dry chemical fire extinguisher on their site.

ANIMALS ON SITE

Health regulations require that no animals (apart from those directly involved in the event) are allowed on site, with the exception of Guide Dogs.

SECURITY

A professional security firm will be onsite (6pm to 6am) from the Friday prior to the event until Monday morning, however exhibitors are asked to ensure their equipment/display material is secure. Whilst the committee will make every effort in relation to the security of items, no liability will be accepted for loss or damage.

POWER

If power is required, applicants must apply for a powered site. It may not be possible to swap sites after allocations are made due to limited power supplies on site. All cords, power adapters and appliances must be tagged and tested by an approved Electrician. These may be checked by a Huon Valley Council inspector during the festival.

SET-UP AND PULL DOWN

Set-up may commence on the Friday prior from midday (or by arrangement). All sites must be ready for operation by 9.00am on the Sunday of the Festival. LATE ARRIVALS MAY NOT BE ALLOWED ONTO THE SITE. Pull down must not commence until 4.00pm on the day of the Festival or with the express permission of the Chairman.

COMMUNITY SUPPORT AND FUNDRAISING

The Tasmanian Forest Festival relies heavily on support from its local community and as such, relies on many organisations in the staging of the event. The aim of the festival is not only to promote the importance of our forest industry within the community, but it also provides an avenue for many community groups to assist in many ways - whether it is having a stall, running an activity or to rubbish collection and cleaning.

All games of chance, raffles etc where tickets are sold are only allowed with the express permission of the Chairman or Groundspace Co-ordinator.

CANCELLATION OR INCLEMENT WEATHER.

If the committee finds it necessary cancel or postpone the event, the contract between the committee and exhibitor shall cease to operate upon notice to that effect being served on the exhibitor at the address advised on the application form.

DAMAGE

Exhibitors will be liable for all costs of repairs resulting from any damaged done to on-ground services (ie power, water etc).

ON SITE ACCOMMODATION

No persons are permitted to stay onsite without the express written permission of the Chairman.

The Committee may vary these terms and conditions at any time with reasonable notice given to the exhibitors.