



# THE *Alice Springs* SHOW

## EXHIBITOR INFORMATION PACK



[www.alicespringsshow.com.au](http://www.alicespringsshow.com.au)

PO Box 2413, Alice Springs NT 0871

08 8952 1651

*stay connected*



# Introduction

Since 1960, the annual Alice Springs Show has provided the Central Australian community with great family entertainment, top level competitions and a showcase of local and interstate products and services over 2 days. Approximately 22,000 people visit the show each year with approx. 100+ trade space exhibitors showcasing their products and services. Thank you for being part of the Alice Springs Show! We look forward to you joining us to make this event a memorable one!

## General Information

### Organisation Details

#### Central Australian Show Society Inc

**Address:** Blatherskite Park, Len Kittle Drive,  
Ilparpa NT 0873

**Official Address:** 25 Commonage Road,  
Ilparpa NT 0873

**Postal Address:** Po Box 2413, Alice Springs NT  
0871

**Phone** | (08) 8952 1651

**Email** | [show@alicespringsshow.com.au](mailto:show@alicespringsshow.com.au)

**ABN** | 42 454 482 584

#### Bank Details

Central Australian Show Society  
Bendigo Bank (Alice Springs)

**BSB** | 633 000

**A/C** | 151 316 213

### Office Hours

#### Normal Office Hours

Monday to Friday 8:30am - 2:30pm

#### Peak Show Season (May - July)

Monday to Friday 8:30am - 4:30pm

### Personnel

#### Site Manager | TBC

*(For all on ground enquiries from Monday 3rd  
July - Monday 10th July)*

#### Event Manager | Holly Russell

[cass@alicespringsshow.com.au](mailto:cass@alicespringsshow.com.au)

#### Project & Administration | Rachael Mashford

[show@alicespringsshow.com.au](mailto:show@alicespringsshow.com.au)

#### President | Andrew Barrett

[president@alicespringsshow.com.au](mailto:president@alicespringsshow.com.au)

#### Vice President | Craig Whan & Rachel Jericho

#### Public Officer | Harry Cook

#### Committee Members

Glenn Marshall

Sarah McKenzie

Mette Spilsbury

Sarah Cook

Megan Deans

Amanda Kimpton

Leisa Wallace

Jenny Ashenden



## Alice Springs

Framed by the iconic MacDonnell Ranges and surrounding desert landscape, Alice Springs is the place to begin your outback adventure. Alice Springs is a melting pot of culture, art, history, entertainment, and adventure.

Mparntwe (pronounced m-ban tua) is the Arrernte (pronounced a-run-duh) word for Alice Springs. The Arrernte people are the traditional custodians of Alice Springs and have a strong connection with the land. According to the Dreamtime, the town of Alice Springs and the MacDonnell Ranges were created by the actions of several ancestral figures including the caterpillar beings Ayeye-arenye, Ntyarlke and Utnerrengatye.

Winter in Alice Springs consists of crisp mornings and blue skied sunny days. Don't be fooled, the nights can dip below zero, so warm clothes are a must!

Accommodation - There is a range of accommodation options in Alice Springs - the team at the Alice Springs Visitor Information Centre can help you find the right place for you. [www.discovercentralaustralia.com](http://www.discovercentralaustralia.com) or 1800 645 199.

## NT SHOW DATES

Alice Springs Show: 5 - 6 July 2024

Tennant Creek Show: 12 July 2024

Katherine Show: 19 - 20 July 2024

Royal Darwin Show: 25 - 27 July 2024

## IMPORTANT DATES

### Show Dates - Friday 5th & Saturday 6th July 2024

#### 14th June 2024

Yellow Brick Road Applications close

#### 24th June 2024

Competition Entries close

#### 21th June 2024

Trade Space Closes

\*Late applications accepted, note \$95 late fee will apply after 14 June 2024

#### Bump In & Collection of Exhibitor Packs

- Monday 1st July - Wednesday 3rd July 8.30am - 4.30pm
- Thursday 4th July 8.30am - 8pm (all sites must be complete by 8pm on Thursday)
- Friday 5th July, Pavilions open at 7.30am for last minute tidy up

#### Bump Out

- Sunday 7th July from 8.30am - 3pm
- Monday 8th July from 8.30am - 2.00pm



## ADVERTISING

Stall holders advertising or signage should be of a high quality and must be kept within the boundaries of the stall space. CASS reserves the right to remove any advertising or signage which is located outside the perimeters of the stall, deemed to be objectionable or of poor quality. A-Frames must be kept within the boundaries of your stall and not in walkways.

## BUMP IN & BUMP OUT

**\*\*Please ensure you check in at the administration office and collect your trader pack which includes your site number, passes and other important information\*\***

### Bump In

Stall holders are permitted to start constructing their sites from Monday of show week during the below hours. All sites must be completed by 8pm on Thursday.

Monday - Wednesday 8.30am - 4.30pm

Thursday 8.30am - 8pm

Stall sites are for ground space only. Shade, partitions, marquee etc are not included. All stall structures, shade and displays are to be located within the boundaries of the site. Please ensure correct dimensions are recorded on your application and any exhibition company requests.

### Bump Out

Pavilion stalls may pack down on Saturday night only if they are attending the Sunday Todd Mall Markets. **No vehicles can be moved, items must be carried to your vehicle.**

Bump out is from 8.30am - 3pm on Sunday and from 8.30am - 2pm on Monday. All stalls and structures must be removed by 3pm on Monday. Please leave your site in a clean and tidy manner.

## CAMPING

A limited number of camping sites are available from Friday 28th June - Monday 8th July.

Please book your camping when you book your trade site or email your request through to [show@alicespringsshow.com.au](mailto:show@alicespringsshow.com.au)

All sites are \$40 per site per night.

For camping outside of these dates please email [admin@blatherskitepark.com.au](mailto:admin@blatherskitepark.com.au)

## CASH HANDLING FACILITIES

There are NO banking or change facilities located on the Showgrounds. Please ensure you have enough change available for the duration of the show.

ATM facilities will be available on the grounds. Alice Springs has all of the major banks and credit unions located in the CBD.

- ANZ
- Bank SA
- Bendigo Bank
- Commonwealth Bank
- NAB
- Peoples Choice
- Westpac

## DELIVERIES

We know getting freight to Alice Springs can be a bit tricky sometimes. If you need to send any freight, please use the below address, and ensure all freight is marked clearly with your site name.

C/O Central Australian Show Society,  
25 Commonage Road  
Ilparpa NT 0873

## ENTRY PASSES

All site holders must have an entry wristband to gain access to the Show.

Security guards will be at the gates checking for wristbands so please ensure you and ALL your staff have their wristbands on their arm.

Site holder passes can be purchased on our website or from the Show Office.

## FOOD STALLS

Showmen's Guild exclusive items are Dagwood Dogs (also called Pluto Pups, Sausage on a Stick), Fairy Floss, Waffles, Toffee Apples and Snow Cones. Sale of these items is strictly limited to members of the Showmen's Guild and only in the Showmen's Guild area.

**Food Court:** One site allocation will be permitted per company or entity in the Food Court area. All food stall operators must be registered to trade in the Northern Territory and hold a current Food Handler Permit to be displayed at all times.

## GLASS

Blatherskite Park is a glass free venue

## LIVESTOCK MOVEMENTS

Any identifiable livestock moving on or off the Show Grounds for the Show must have at a minimum, a NT Waybill, including livestock pets. Further information can be found at the NT Government website.

## INSURANCE

All stall holders must keep policy of insurance indemnifying them against public liability in the sum of \$2,000,000 for each incident and \$10,000,000 for the Show. The Society reserves the right to inspect the policy of insurance at all times. A Certificate Of Currency must be provided to the Society on application. Public Liability Insurance must be current for the duration of the Show including set up and dismantle times

Stall holders are reminded that they are responsible for insuring their own property, vehicles and goods.

## LOTTERIES, GAMES OF CHANCE

All games of chance, and raffles for fund raising are strictly prohibited without written permission from the Society and must be carried out in accordance with the Gaming Control (Community Gaming) Northern Territory Regulations.

## PARKING ON THE GROUNDS

There is limited parking space on the grounds. All exhibitors must park in designated areas.

During Bump In vehicle access is through Gate 1 (Main Gate). Vehicles can not block roadways or other sites at any time.

Each site comes with 1 vehicle pass. Vehicles can be driven to stalls to unload any late minute items until 8am on Show Days.

ONE Additional Vehicle pass can be purchased for \$5.00

## POWER, ELECTRICAL ITEMS & GAS

Any electrical equipment or gas appliances not listed on the application form must not be utilised.

All power leads used on the Show Grounds must have a certified date of inspection tag and be recorded on a numbered register to be provided to the Society, or regulatory authority on request.

All exhibitors using Show power of any description are required to provide and use residual current device (RCD). The Society has the right to remove any lead or junction box not in compliance. All traders must read and comply with the NT WorkSafe Guide.

Any Electrical work for your trade space must be done by a licensed electrical contractor at your own expense.

Power supply to the site is subject to any conditions laid down by Power and Water agency. The Society cannot guarantee power as it is subject to being supplies by the Power and Water agency.

**All Food Vendors must have an approved fire extinguisher at the site at all times. The fire extinguisher must have a current and valid test tag within 6 months.**

## PRESENTATION OF STALL / STAFF

Stall holders should encourage staff representing their products to be well presented and to dress in relation to the exhibits design or theme. Stall space must be kept tidy at all times

## PRIVACY

The Central Australian Show Society Privacy Policy is available here:

[www.alicespringsshow.com.au/privacy-policy](http://www.alicespringsshow.com.au/privacy-policy)

\*Please note that a complete list of exhibitors will be available via our website.

## PROHIBITED ITEMS

No article that creates nuisance, annoyance, is dangerous, or of offensive nature may be displayed, sold, or given as a prize. The supply of certain other products (e.g. illicit drugs, weapons, chemicals/substances, etc) are also banned. This includes any type of projectile gun. These and other products are listed on our website and are subject to mandatory standards and/or bans.

**Please note any type of mask or bandana that obscures the face in part or full is banned.**

## REFUNDS

If the Society finds it necessary to cancel or postpone the Event, this contract shall cease to operate upon notice, being served on the Exhibitors at the address provided to the Society and no compensation shall be payable to the exhibitor.

CASS reserved the right to cancel applications and retain all money in connection therewith if there is any infringement of the foregoing conditions.

Site bookings canceled prior to 1 June will receive a 75% refund. No refund will be given for bookings canceled on or after 1 June 2023. The Administration fee is non-refundable at any time. If cancellation is required for a medical reason, a signed medical certificate must be provided, for the refund less administration cost. Written notice of cancellation must be received by 1 June 2024. All refunds are at the discretion of the CASS committee.

## RUBBISH & WASTE REMOVAL

Exhibitors are responsible for the immediate removal of all rubbish from their sites and to ensure stalls are kept clean, tidy and presentable at all times.

- Please use designated bins for cardboard.
- Food oil must be removed by the trader.

Other waste such as electrical equipment, white goods and chemicals must be disposed of responsibly at the Alice Springs Waste Management facility on Commonage Road, at the Exhibitors expense. Blatherskite Park is a public reserve and littering is an offense.

## SECURITY

Security will be present throughout the event and overnight grounds security is provided via surveillance. CASS takes no responsibility for any lost or stolen goods.

**After Hours:** Pavilions close at 5:00pm and are locked shortly after. Camera surveillance is onsite from Monday 3rd July - Saturday 8th July. Security personnel are in attendance on the grounds from Thursday evening through to Sunday morning,

## SHOW ENTRY & PASSES

Each site comes with 2 x Two day entry passes. Additional passes (single or 2 day) can be purchased for a discounted rate when applying for your trade space or during Show week. **No replacement will be offered for lost, stolen or damaged passes.**

## SHOW BAGS

No exhibitor will be permitted to sell Show Bags without the permission of the Society. Exhibitors selling Show Bags are to present a sample of each type of bag to the CASS Inc office by 12pm on the Wednesday before the event for inspection by NT Police and CASS Inc for compliance. It is the responsibility of all stallholders selling toys and Show Bags to make sure that any products sold to children are safe and do not contain any products that are banned in Australia.

## SMOKE FREE EVENT

The Alice Springs Show is a NON SMOKING event. Designated smoking areas are allocated. Penalties may apply for any non-compliance to the Tobacco Control Act.

## TRADE SPACE PRICING

### INDOOR TRADE SPACE

- **Greatorex Standard Bay**  
(3.8m x 4m) - \$299.00
- **Greatorex Corner Bay**  
(3.8m x 4m) \$355.00  
*(Limited Spaces Available)*
- **Everingham Standard Bay**  
(3.6m x 4m) \$199.00
- **Everingham Corner Bay**  
(3.6m x 4m) \$255.00  
*(Limited Spaces Available)*

### OUTDOOR TRADE SPACE (Min 3m)

- Outdoor Space \$70.00 per meter (*min width 3m and includes 5m depth*)
- Additional Depth 10m \$120.00 (1 only)
- Additional Depth 15m \$200.00 (1 only)

### FOODSTALL TRADE SPACE

- Foodstall Space \$89.00 per meter of frontage (min width 3m, includes 5m depth)
- Food Court Premium \$150.00 (Limited Availability)

### POWER

- 15 AMP Power point \$65.00
- 32 AMP Power point \$120.00

### ADMINISTRATION FEES

\$95.00 added to your trade space application. This fee covers 1x vehicle parking passes and 2x 2-day trader passes. **NON REFUNDABLE**

Late applications will incur a \$95.00 late fee on top of their site and admin fee after 14th June 2024.

## TRADE SPACE

All stall holders are required to supply a current copy of their Public Liability Insurance and this should be attached to your online application, or emailed directly to [show@alicespringsshow.com.au](mailto:show@alicespringsshow.com.au)

All applications are to be completed online [www.alicespringsshow.com.au](http://www.alicespringsshow.com.au) and accompanied with your Public Liability Insurance and Food Registration (applicable for food traders only)

All sites must be paid in full by **1st June 2024**

Stall holders and their representatives must obey and adhere to all directions given by CASS in relation to any matter concerning the Showground or the use or occupation of the stall

All sites are on a request only basis, and CASS reserves the right to move anyone to a different site.

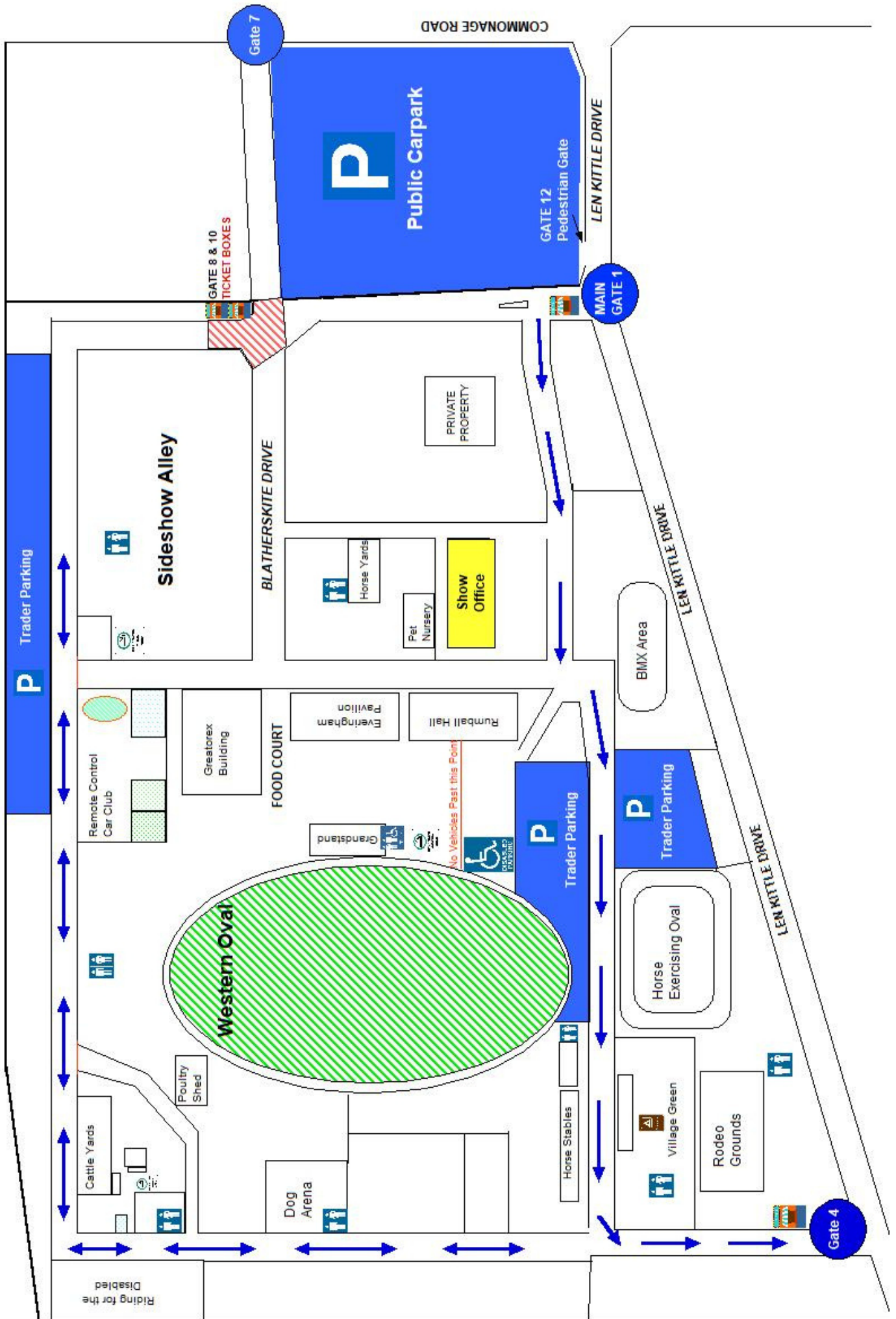
# Trade Space Check list

- Download** our Exhibitor Information Pack
- Apply** for Trade Space @ the 2024 Alice Springs Show online [www.alicespringsshow.com.au](http://www.alicespringsshow.com.au)
- Purchase** additional stall holder and vehicle passes
- Upload** or email your current Certificate of Currency for Public Liability Insurance (even if it expires before the Show - we will remind you closer for the most up to date)
- Ensure** you've read and understood the Terms & Conditions
- Food Traders** - Ensure you supply your current Food Registration Certificate
- Food Traders** - If using gas ensure current Certificate of Compliance plate is attached to your LPG system & email a photo of Compliance plate through to [show@alicespringsshow.com.au](mailto:show@alicespringsshow.com.au)

## Handy Links

Alice Springs Show	<a href="https://www.alicespringsshow.com.au">https://www.alicespringsshow.com.au</a>
NT Work Safe	<a href="https://worksafe.nt.gov.au/">https://worksafe.nt.gov.au/</a>
Food Safety Regulations	<a href="https://nt.gov.au/industry/hospitality/accommodation-and-food-businesses/food-safety-and-regulations">https://nt.gov.au/industry/hospitality/accommodation-and-food-businesses/food-safety-and-regulations</a>





## TERMS & CONDITIONS FOR TRADERS

The President or their representative reserves the right to refuse any application. The Alice Springs Show is a NO SMOKING event. Designated smoking areas are allocated. Penalties may apply for any non-compliance to the Tobacco Control Contact.

**1.** All Trade Space exhibitors must report to the Central Australian Show Society Inc. office at the Showgrounds on arrival to collect your Show Pack. Exhibitors are not permitted to occupy space allotted until 5 days before the event or another date as advised by the society. Trade space is to be used solely for the purposed specified on your application. Trade space site to be vacated no later than 11am on Sunday following the Show. Exhibitors are required to keep and leave sites clean. Blatherskite Park camping fees are applicable if you remain on site after Sunday 11am. Camping arrangements outside of this time can be organised by emailing admin@blatherskitepark.com.au.

**2.** The Exhibitor or any party has no right to occupy, use or advertise the fuse of the site until the application has been approved in writing from the society. There are no perpetual sites allocated at the Show. Any requested location must be submitted to the Society.

**3.** Site preparation MUST be completed by 8.00pm Thursday prior to the Show. Exhibitors not complying with this requirement forfeit their site.

**4.** All exhibits must remain in operation from 9.00am to 5.00pm on Friday and Saturday. All exhibits close no later than 7.30pm. Pavilions will be locked from 5.00pm to 7.30am. Vehicle movement within the grounds is prohibited until 7.30pm. All vehicles must exit via Gate 4.

**5.** Signage displayed by exhibitors must relate to the products which the Society was advised would be promoted. Any other signage promoting other products or service must have prior written approval from the Society or their representatives.

**6.** There is limited parking spaces on the grounds. All exhibitors must park in designated areas. Vehicles parked in unauthorised areas will be clamped or towed away and impounded.

**7.** The Society reserved the right to regulate the use of equipment on display sites which produce excessive noise and cause annoyance to other exhibitors and the public. No loudspeakers are to be used without permission of the Society.

**8.** No Exhibitors shall;

- a) Erect barriers to prevent uninterrupted passages of the public between exhibits.
- b) Erect display signs in a such a manner to cause inconvenience to other exhibitors.
- c) Paint or mark any Park property without the authority of the Society
- d) No barriers of any description are to be placed over or in front of any fire fighting equipment or electrical control boxes.

**9.** Exhibitors hereby accept all responsibility for any damage or injury to any person, or person property which may arise out of the use of any machinery, or item used in connection with the exhibits. Exhibitors agree to carry out all activities within the requirements of Blatherskite Park and any Act of Parliament which may govern the erection or structures, displays, the sales of machinery and other products. The Society requires compliance with any ordinances or regulations made by any Government, semi-government, or local authority including the requirements of the Northern Territory Food Act.

**10. The exhibitor must keep policy of insurance indemnifying them against public liability in the sum of \$2,000,000 for each incident and \$10,000,000 for the Show. The Society reserves the right to inspect the policy of insurance at all times. A Certificate of Currency must be provided to the Society on application. Public Liability Insurance must be current for the duration of the Show including set up and dismantle times.**

**11.** No sub-letting will be permitted unless by special written permission from the Society.

**12.** Exhibitors and their employees/volunteers shall conduct themselves in a respectful manner and maintain a neat and clean appearance.

**13.** Plans and specifications of any temporary structure must first be approved by the Society in writing before building operations can commence.

**14.** If the Society finds it necessary to cancel or postpone the Event, this contract shall cease to operate upon notice, being served on the Exhibitors at the address provided to the Society and no compensation shall be payable to the exhibitor.

**15.** CASS reserves the right to cancel applications and retain all money in connection therewith if there is any infringement of the forgoing conditions.

## TERMS & CONDITIONS FOR TRADERS

**16.** Alice Springs Show is a waste wise event. All general waste is to be removed from sites and places in bins allocated on and around the grounds. Bins are not to be taken to sites for personal use. Please use designated bins for cardboard and food oil. Other waste such as electrical equipment, white goods and chemicals must be disposed of responsibly at the Alice Springs Waste Management facility on Commonage Road, at the Exhibitors expense. Blatherskite Park is a public reserve and littering is an offense.

**17. All food exhibitors must have an approved fire extinguisher at the site at all times. The fire extinguisher must have a current and valid test tag within 6 months.**

**18.** Any electrical equipment or gas appliances not listed on the application form must not be utilized. All power leads used on the Show Grounds must have a certified date of inspection tag and be recorded on a numbered register to be provided to the Society, or regulatory authority on request. All exhibitors using Show power of any description are required to provide and use residual current device (RCD). The Society has the right to remove any lead or junction box not in compliance. All traders must read and comply with the NT WorkSafe Guide.

**19.** Electrical work for your trade space must be done by a NT licensed electrical contractor at your own expense.

**20.** Power supply to the site is subject to any conditions laid down by Power and Water agency. The Society cannot guarantee power as it is subject to being supplies by the Power and Water agency.

**21.** Livestock Movements: Any identifiable livestock moving on or off the Show Grounds for the Show must have at a minimum, a NT Waybill, including livestock pets. Further information can be found at the NT Government website.

**22.** All games of chance, and raffles for fund raising are strictly prohibited without written permission from the Society and must be carried out in accordance with the Gaming Control (Community Gaming) Northern Territory Regulations

**23.** Busking, canvassing, or hawking in any portion of the grounds is prohibited under this contract. Breaking this condition gives the Society the power to cancel the application and remove offenders from the premises

**24.** Showmen's Guild exclusive items are Dagwood Dogs (also called Pluto Pups, Sausage on a Stick), Fairy Floss, Waffles, Toffee Apples and Snow Cones. Sale of these items is strictly limited to members of the Showmen's Guild and only in the Showmen's Guild area.

**25. Food Court:** One site allocation will be permitted per company or entity in the Food Court area. All food stall operators must be registered to trade in the Northern Territory and hold a current Food Handler Permit to be displayed at all times.

**26. Show Bags:** No exhibitor will be permitted to sell Show Bags without the permission of the Society. Exhibitors selling Show Bags are to present a sample of each type of bag to the CASS Inc office by 12pm on the Wednesday before the event for inspection by NT Police and CASS Inc for compliance. It is the responsibility of all stallholders selling toys and Show Bags to make sure that any products sold to children are safe and do not contain any products that are banned in Australia

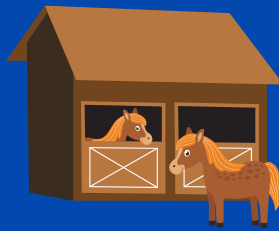
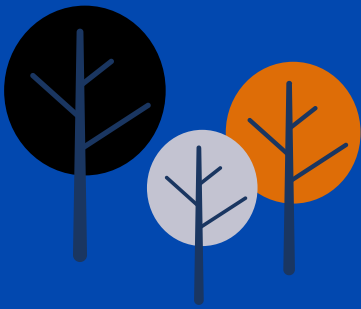
**27. Banned Items:** No article that creates nuisance, annoyance, is dangerous, or of offensive nature may be displayed, sold, or given as a prize. The supply of certain other products (e.g. illicit drugs, weapons, chemicals/substances, etc) are also banned. This includes any type of projectile gun. These and other products are listed on our website and are subject to **mandatory standards and/or bans.**

**28. Please note any type of mask or bandana that obscures the face in part or full is banned.**

**29. Blatherskite Park is a glass free venue**

**30. Refund:** Site bookings canceled prior to 1 June will receive a 75% refund. No refund will be given for bookings canceled on or after 1 June 2024. The Administration fee is non-refundable at any time. If cancelation is required for a medical reason, a signed medical certificate must be provided, for the refund less administration cost. Written notice of cancelation must be received by 1 June 2024. All refunds are at the discretion of the CASS committee.

# Yellow BRICK ROAD START



The Show is coordinated by the Central Australian Show Society (CASS), an incorporated association with a dynamic volunteer management committee. Their mission is to promote, encourage and assist the development of agriculture, pastoral, horticulture, viticulture, commercial, mineral, industrial, cultural, handicraft, artistic and tourism pursuits in Central Australia.

## *Want to know more?*

[show@alicespringsshow.com.au](mailto:show@alicespringsshow.com.au)

[www.alicespringsshow.com.au](http://www.alicespringsshow.com.au)

PO Box 2413, Alice Springs NT 0871

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