

# 68<sup>th</sup> Annual

# mildura field days



water

agriculture

transport

machinery

resources

**2019 Prospectus**  
68th Mildura Field Days  
Friday 17th May & Saturday 18th May  
Mildura Racecourse, Cowra Avenue, Mildura

# NEW LOCATION

## Invitation to exhibitors

Join us for drinks & nibbles on **Friday night, 5.15pm Day 1**

Venue - Winning Post Bar

Mildura Field Days welcomes  
our media partners



The Organising Committee wishes to acknowledge the following for their support

The Volunteers who tirelessly manage and organise the Mildura Field Days

Ongoing and new exhibitors, without whose presence and support the Field Days would not be the great event that it is each year

Intentionally Blank

## Invitation to Exhibit

Welcome to the 2019 Mildura Field Days Prospectus.

The Mildura Racecourse will host the 2019 Mildura Field Days and the Mildura Field Days Committee couldn't be more thrilled. The 2018 Mildura Field Days was the biggest yet and to our valued exhibitors we give our thanks for being a part of our event's growth and continuing success.

We are excited to be able to expand at our new location and look forward to working with exhibitors to ensure a smooth transition to our new venue.

The Mildura Racecourse is located at 53 Racecourse Road, just a few kilometres from our old site at SuniTAFE. The new site has grassed areas and permanent structures which will be fabulous for exhibitors and patrons alike.

There will be some changes to layout at the new site. We hope exhibitors will be appreciative of the grassed areas and understanding at the need to be flexible with site sizes. It may be that a site is slightly longer than 20m for example, but shorter than 10m. We do our best to ensure the area however remains the same, even if depth or width is not of a standard size.

A stage is available in what will be the food court, access to the stage will be free to Exhibitors to host presentations, demonstrations and educational sessions. Please discuss any presentation requirements or ideas you may have and don't forget to fill in the box on the application form.

The Mildura Field Days website can be found at [www.mildurafielddays.com.au](http://www.mildurafielddays.com.au) and of course don't forget to follow us on Facebook and Twitter and please tag us in your posts to increase exposure and awareness of your product or service being available at the event. In choosing to exhibit at the Mildura Field Days, your business will be featured on our social media sites, offering you additional exposure from this effective publicity tool.

To further increase your business exposure we have sponsorship opportunities available throughout the event. Should you wish to be a naming sponsor of a section of the event, please contact Jo Rodda, our coordinator on 0487 021 122 to discuss options.

We thank you for your support and are looking forward to another bumper year in 2019.

**Mildura Field Days Committee**

### Contact Details for further information

**Jo Rodda**

**Field Days Coordinator**

PO Box 1044

Irymple VIC 3498

Ph: 0487 021 122

Email: [jo@mildurafielddays.com.au](mailto:jo@mildurafielddays.com.au)

### Important:

- Exhibitors are able to setup their site from 8am Wednesday, 15 May 2019, however security will not be available until 6pm on that day.
- 2018 Exhibitors sites will be allocated first, but applications **MUST** be received by **Monday, 1 April 2019** in order for this to occur.

Burrells **Mildura**   
**Party**   
**HIRE**  
 For All Your Party Hire Needs

**MARQUEE HIRE • PARTY HIRE • CORPORATE EVENTS  
 AUDIO VISUAL HIRE • STAGING • CATERING EQUIPMENT  
 WEDDINGS**

Since 1986, Mildura Party Hire has made good times even better with their extensive range of mobile party equipment.

From a small backyard function to a large wedding as well as corporate events, they have you covered.

Their hire inventory includes Marquees, jukeboxes, crockery, cutlery, glassware, lamb roasters, tables and chairs, mobile cool rooms and dance floors.

Digital jukeboxes and karaoke machines with touch screen technology are now available for hire, these jukeboxes are updated every month with the latest top 40 hits and include all the classics.

Rev up the atmosphere at your next party with special effects lighting with disco lights, black lights, lasers and ambient up lights.

Stage and catwalks are also available in various sizes and configurations. They also hire all types of audio visual equipment including Plasma screens, projectors, lecturns and vocal Public address systems to large concert systems including all types of stage and theatrical lighting.

Marquees suitable for outdoor weddings range from 3 x 3m up 15 x 100m, larger marquees can be fitted with silk liner and other décor effects. Colonial style windows and entrance marquee with red carpet are also available to add that special touch.

Mildura Party Hire strives for excellence in all aspects of its services with an ever changing inventory and it shows with increase in clientele every year.

Drop in to the show room or go online and see what's on offer at Mildura Party Hire, 2 Scott Crescent, Mildura.

**WE SUPPLY:**

- Marquees and Clearspan Structures
- Flooring, Silk lining and grass matting
- Audio Visual equipment
- Stage lighting, River front lights
- Stages and Dance floors
- Juke Boxes and Karaoke machines
- Range of disco effects
- Tables and chairs
- Crockery and cutlery
- Table Linen and glassware
- Catering equipment
- BBQs
- Heating and cooling
- Umbrellas and outdoor furniture



Find us on  
**facebook**

**Phone: 5023 4677**

**Fax: 5023 4877**

**E: [mehire@ncable.com.au](mailto:mehire@ncable.com.au)  
[www.mildura-partyhire.com.au](http://www.mildura-partyhire.com.au)**

**2 Scott Crescent, Mildura**

# Important Information at a Glance

## Date & Time

The 68th Annual Mildura Field Days will be held on **Friday, 17th May 2019 - 9:00am to 5:00pm** and **Saturday, 18<sup>th</sup> May 2019 - 9:00am to 4:00pm**.

## Where

**Mildura Racecourse, 53 Racecourse Road, Mildura**, Victoria (off Cowra Ave)

## Entries

Sites will be allocated to products that are of **particular interest to horticultural and agricultural industries** and products of interest for the following categories - **general interest, food and wine, tourism and holidays, backyard, technology, environmental, women's and children's interest**. Applicants who have exhibited previously at the Mildura Field Days being given preference and then on a first in first served basis. The Committee reserves the right to refuse any application for a site.

Applications for sites, together with payment, must be received by the Coordinator by **Monday, 8<sup>th</sup> April 2019**. Late entries may be accepted at the discretion of the Committee, however they may not be included in the printed program and will be subject to a late entry fee. Until full payment has been received this application will not be processed and site number allocated.

## Site Fees (Please note GST is not payable)

<b>Indoor Package Prices- sites are available inside a permanent building off the food court and in undercover areas at the Racecourse</b>		
Indoor	3m x 3m stalls (Inside a permanent building with limited power)	\$475.00
	3m x 6m stalls (Inside a permanent building with limited power)	\$725.00
Undercover	3m x 3m stalls (In undercover area with limited power)	\$450.00
	3m x 6m stalls (In undercover area with limited power)	\$700.00
<b>Site Only Prices- Please note, it may be necessary to change depth and width, but area will remain the same</b>		
Market site	3m x 3m - Strict conditions apply - see application note 9	\$100.00
Site- quarter	5m frontage x 5m deep	\$300.00
Site – half	5m frontage x 10m deep	\$350.00
Site – half dbl frontage	10m frontage x 5m deep	\$350.00
Site - standard	10m frontage x 10m deep	\$450.00
Site - double through	10m frontage x 20m deep (approx)	\$600.00
Site - double frontage	20m frontage x 10m deep (approx)	\$600.00
Site - large	20m x 20m (approx)	\$1100.00
Site- Custom	As negotiated	TBC

***A \$50.00 Administration Fee applies to all applications.***

Multiple similar sites may be booked. A maximum of one (1) half site applies as two (2) small sites equal a standard site.

## Exhibitor demonstrations and educational presentations-

Exhibitors are invited and encouraged to take advantage of the stage located in the food court for presentations and demonstrations of products, services and information. Exhibitors requiring a larger area should contact the Coordinator to make suitable arrangements. Please indicate requirements on the application form.

## Public Liability Insurance

A Certificate of Currency **as provided by your insurer or insurance advisor MUST** accompany your application. Most insurers will email them (for free) and we would prefer this as we then know that we have a current certificate.

Your insurer must be approved by the Australian Prudential Regulatory Authority (APRA) and also subscribe to a credit rating agency such as Standard & Poors or similar. Unauthorized Foreign Insurers (UFI's) are NOT acceptable. Your insurer must be an insurer that we approve of.

The Certificate of Currency to qualify must include the following:-

Must indicate that the cover is provided for the period of the Field Days.

**A minimum cover of \$10 million**

Must describe the nature of the business and the description must match the nature of the activity you will be undertaking at the Field Days.

Must indicate that the premium has been paid.

Coverage extends to events such as the Field Days.

If you have coverage for less than \$10 million arrange with your insurer or insurance advisor to extend it to \$10 million. Applications received without a qualifying Certificate of Currency will not be accepted and will be returned without exception, including applications from government bodies.

### **Exhibitor Passes**

All exhibitors will require exhibitor passes.

Exhibitors will be issued with wristbands which must be fixed to the arm prior to entry to the site. Wristbands will be issued on 2 passes per standard 10m x 10m site and/or indoor/undercover site or 1 pass per outdoor ½ site and market site.

Exhibitors holding multiples of standard sites will be issued passes based on the number of sites held up to a maximum of 10 passes. Exhibitors are able to order additional passes with the site application form at the Exhibitor discounted rate of \$5 per pass. Additional Exhibitor passes, need to be applied for in the application form at a cost of \$5.00 per pass (**Only available pre-purchase on the application form. Passes at the event or at the gate will be charged at \$10 per person**).

### **Electricity**

\$110.00 per 10amp power outlet. The power point will have either a 10amp fuse or circuit breaker. If you require more than one 10 amp outlet this MAY be provided on payment of an additional \$110.00. Limited power is included in the Indoor/undercover sites. Exhibitors may bring a QUIET generator to power sites if an outlet is not available at your allocated site.

### **Extension Leads**

It is the exhibitors' responsibility to provide adequate extension leads to reach the nearest power box. No exhibitor requiring power will be more than 30 metres from a power box. Please check that your leads are of adequate current rating and in a sound condition and **must have been tested & tagged**.

### **Fencing**

To ensure security of goods inside the site, the site excluding the carpark is fully fenced. Please ensure the site you choose is large enough to fit **ALL** of your requirements, as vehicles that do not fit completely within your site will not be allowed to remain on site and will need to be moved outside the fence to the carpark.

### **Parcel Drop Off Service**

Due to the change in the layout of the site at the new location, a parcel drop off service will be available in 2019. **Exhibitors will no longer be able to access vehicles through the perimeter fence.**

### **Food / Food products**

All temporary and mobile food businesses must be compliant with the Victoria Health Department's 'Streatrader' registration requirements. Contact Mildura Rural City Council for further information or register online at [www.streatrader.health.vic.gov.au](http://www.streatrader.health.vic.gov.au)

### **Indoor/Undercover Package Areas**

Stalls will have a limited supply of electricity included in the price for the stall. This will be sufficient to run a computer (but NOT a laser printer) or a small light or adding machine or small TV. A short (5 to 10 metre) extension lead will be needed.

### **Urns & Other High Consumption Devices**

The use of electric urns (including small domestic urns), electric heaters, other electrical devices rated at 2kw or above and banks of devices (such as 500w quartz halogen flood lights) totalling 2kw or above is **STRICTLY PROHIBITED** unless previous arrangements have been made with and approved by the committee. Any such device found in use and connected to the provided supply will be confiscated and returned at the conclusion of the field days. This prohibition is made in the interest of the majority of exhibitors. Many exhibitors are using computers and/or audio/video equipment as a major part of their display. The loss of electricity to them can cause damage to their equipment and can totally destroy their reason for attending.

### **Vehicles**

Exhibitors are asked to have **all vehicles off the venue by 8:30am** on both days of the event.

**Vehicular movement is strictly prohibited within the venue whilst the event is open to the public**

**No vehicular access will be granted for exhibit removal until after 4pm Saturday.**

### **Security**

The venue will be patrolled on Wednesday, Thursday, Friday, Saturday and Sunday nights from 6:00pm to 6:00am by contract security guards. The Field Days Committee will patrol the site after 6:00am. Security finishes at 6am Monday. Please note that exhibitors are to secure their exhibits each night.

### To Apply For a Site:

The following forms must be completed and returned as a part of your application with payment:

1. Application Form
2. Public Liability Certificate of Currency
3. Products Exhibited Form
4. Exhibitor Site Safety Checklist
5. Website Listing & Optional extras (if applicable)
6. Promotional Announcements on Public Address System Form

The completed forms must be forwarded, with your total payment and your Certificate of Currency (if not emailed) to reach the office by **Monday, 8<sup>th</sup> April 2019 (or Monday April 1st for previous exhibitors)**.

### Payments

Payments may be made by cheque - payable to: **Mildura Field Days** or by Electronic Funds Transfer to: Mildura Field Days, Bendigo Bank, BSB: 633-000 A/C No: 150849818. Please use your company name as a reference.

Payment is also available via Eftpos

### Shared Sites

Clause 5 of the 'Conditions' specifically **prohibits** the **sub-letting** of any portion of your site without approval. If you wish to share your site with another person or organisation:-

- The person or organisation sharing your site must obtain an application form from the secretary, complete it, and forward it with details of the sharing arrangements.
- The site fee (& power fee if applicable) will not apply but all other charges (including the administration fee) must be paid. It will be left in your hands to arrange any split of the site and power fees.

### Additional Program Listings

If you are representing another organisation on your site (i.e. they are not sharing or otherwise appearing on your site) and you wish the name of that organisation to appear in the program listing you must complete the line in the application showing the name and the product(s) or service(s) offered. If there is insufficient space, attach a list. Each additional program listing costs \$10.00.

### Tents & Marquees.

We do not provide tents or marquees for the open sites. We suggest you contact the following:-

- Mildura Party Hire - Phone (03) 5023 4677 Fax (03) 5023 4877

### Floors

The Racecourse has a mixture of sites available, some grassed where a marquee may be erected and some undercover on concrete or paving sites. In addition there are sites available on minimal pasture grass and on the sand of the training track. Please consider your flooring requirements.

### Promotional Announcements on Public Address System

As in past years promotional material will be played over the public address system. The included form should be completed and forwarded with your application form, please note the closing date for this service is 1 May 2019.

### Straw

We do not provide straw. We suggest you contact: Nev Smart on **0428 817 745**.

### Rubbish Removal

All sites are to be cleared of rubbish prior to vacation of exhibit site.

### Setup and exhibit removal

Exhibitors are able to setup their site from 8am on Wednesday 16 May, however security will not be available until 6pm Wednesday, 16 May 2019. All sites are to be cleared by 5pm on **Monday, 21 May 2019 - no exceptions**.

### Awards

Awards will be given for sites in the following categories:

- Best Large Site
- Best Medium Site
- Best Small Site
- Best Returning Exhibitor
- Best New Exhibitor





## Application Notes

1. Name of Site Applicant – Your normal business name as it appears on your letter head or cheque etc.
2. Name to Appear in Program – The name you wish to appear in the program.
3. Mailing Address – Your normal postal address.
4. Address to Appear in Program – The address where potential customers will find you
5. Contact Person – Name of person to be contacted if WE need to contact you regarding this application
6. Indoor/undercover Packages. These will be set up inside a permanent building or in an undercover area. Indoor sites will have a ceiling and walls along with carpeted flooring. Undercover sites will have a roof structure above and concrete or paved flooring. Stalls in the undercover area may erect a 3m x 3m marquee held down by weights to display goods as there are no walls in this area. Limited power is provided with a 4 way plug board shared by each 3 or 4 stalls. This is only suitable for a computer, small TV, VCR or similar items. This will be sufficient to run a computer (but NOT a laser printer) or a small light or small TV. A short (5 to 10 metre) extension lead will be needed. The stalls may be divided by display panels and can be used for displays.
7. Tables –trestle tables **may be ordered on the application form.**
8. Plastic stackable chairs – **may be ordered on the application form.**
9. Market sites – The Mildura Field Days has available 'market' sites to support local small business. This is to enable new, small or home based businesses attend the field days for the first time at a reduced cost. These sites have no guaranteed site frontage, and may have to share a site and fit in with other exhibitors. Standard costs and regulations including administration fee apply as per all our outdoor sites. No power is available to these sites. **12 sites only** are available and will be allocated on a first in first served basis. Please contact the coordinator to ensure availability before applying to ensure your product fits the criteria.
10. Half Sites – Open site 5 metre frontage x 10 metres deep OR 10 metre frontage a 5 m deep. A maximum of 1 of these applies as 2 is the equivalent of a 'standard' site.
11. Standard Sites – Open site, 10 metre frontage x 10 metres deep. Multiples may be ordered to extend frontage to one roadway
12. Double through – Open site, 10 metre frontage x 20 metres deep. These sites front onto 2 roadways. (where possible)
13. Double frontage - Open site, 20 metre frontage x 10 metres deep. These sites front 1 roadway.
14. Large - Open site, 20 metre frontage x 20 metres deep. These sites front 2 roadways. (where possible)
15. Custom- Open site with frontage and depth as negotiated
16. Electricity –Electricity is available at various locations throughout the site. These will be allocated on first come first served basis. Please read the paragraph on 'Electricity' in the conditions. Own generators may be used, but must be quiet and safely secured from public access. Refuelling is not permitted during open times.
17. Additional Program Listings – The name of any other organisation that is represented on your site and for which an entry is required in the program. Read the paragraph on 'Sharing a Site' in the conditions. A charge of \$10.00 applies.
18. Electrical Devices – please provide enough details so that we can assess the load and type of load that you will be making on the system.
19. Advertising in Mildura Field Days Program. Your contact details will be given to the Mildura Weekly, who are the OFFICIAL organiser of our program. A sales person will follow up your order to meet your requirements regarding your advertisement.
20. A late fee of \$100.00 will apply to applications received after **8<sup>th</sup> April 2019.**

## 2019 SITE APPLICATION FORMS

The following forms need to be completed and returned with payment to:

**Mildura Field Days  
PO Box 1044  
IRYMPLE VIC 3498**

### APPLICATIONS MUST INCLUDE:

	Application Form
	Payment
	Public Liability Certificate of Currency
	Information to appear in official program form
	Exhibitor Site Safety Checklist
	Website Listing & Optional extras (if applicable)
	Promotional Announcement on PA System (if applicable)

Exhibitors with food products must be compliant with the Victoria Health Department's 'Streatrader' registration requirements.

Contact Mildura Rural City Council for further information or register online at [www.streatrader.health.vic.gov.au](http://www.streatrader.health.vic.gov.au)



#### IMPORTANT:

- We highly recommend you photocopy all forms for your records
- Exhibitors need to have their completed 'Site Safety Checklist' forms available on site **AT ALL TIMES**

#### PAYMENT DETAILS:

##### **Cheques payable to:**

Mildura Field Days

##### **EFT Details:**

**BSB: 633-000**

**Account Number: 150849818**

Account Name: Mildura Field Days

*Please use your company name as reference*

## MILDURA FIELD DAYS - SITE APPLICATION FORM 2019

Name of Site Applicant:		
Contact Person:	ABN:	
Postal Address:		Postcode:
Telephone : (    )	Mobile:	
Email Address:		
Website:		

### SITE REQUIREMENTS

#### INDOOR/UNDERCOVER

Indoor	Number	Per Unit	
3m x 3m stall (Indoor stalls with limited power)		\$475.00	\$
3m x 6m stall (Indoor stalls with limited power)		\$725.00	\$
<b>Undercover</b>			
3m x 3m (In undercover area with limited power)		\$450.00	\$
3m x 6m (In undercover area with limited power)		\$700.00	\$

#### SITES

	Number	Per Unit	
Market Site - 3m x 3m - Contact Coordinator before application		\$100.00	\$
Quarter Site 5m x 5m		\$300.00	\$
Half Site 5m x 10m (limited to 1 only)		\$350.00	\$
Half Site 10m x 5m (limited to 1 only)		\$350.00	\$
Standard site 10m x 10m		\$450.00	\$
Double through site 10m x 20m (see notes)		\$600.00	\$
Double frontage site 20 m x 10 m (see notes)		\$600.00	\$
Large site 20m x 20m (see notes)		\$1100.00	\$
Custom- as negotiated- please discuss with Coordinator		TBC	\$

#### ELECTRICITY

Electricity per 10 amp outlet		\$110.00	\$
Details of Electrical equipment used:			

#### OPTIONAL EXTRAS (Available to all exhibitors)

	Number	Per Unit	
Use of Stage for Demonstration purposes (20 minute slots)		<b>FREE</b>	
Additional Program listings		\$10.00	\$
Promotional Announcements		\$40.00	\$
Table(s) –trestle table (Available to all stall holders)		\$25.00	\$
Plastic chairs (Available to all stall holders)		\$7.00	\$
Additional Exhibitor passes (2 per 10 x 10m site or 1 per ½ site are inc'd)		\$5.00	\$
<b>GST is not applicable</b>		<b>Sub Total</b>	\$
<b>LATE FEE - APPLIES TO APPLICATIONS RECEIVED AFTER 8<sup>th</sup> April 2019 ONLY</b>		<b>+ late fee</b>	\$100.00
<b>Please tick your payment method</b>		<b>+ Admin fee</b>	\$50.00
<input type="checkbox"/> <b>Cheque enclosed (payable to MILDURA FIELD DAYS)</b>		<b>TOTAL</b>	
<input type="checkbox"/> <b>EFT Details: BSB 633-000 Account No. 150849818</b>			\$

I/We agree to the enclosed terms and conditions of the Mildura Field Days Committee 68th annual Field Days.

I understand that exhibitors are responsible for all employees on their site being aware of the terms and conditions enclosed herein

Signed: ..... Date: .....

**UNTIL FULL PAYMENT HAS BEEN RECEIVED THIS APPLICATION WILL NOT BE PROCESSED**

**NO REFUNDS WILL BE MADE – NO CAMPING ALLOWED ON SITE**

## Information to Appear in Official Program

Mildura Weekly are partnering with the Mildura Field Days to produce the Official Program for the event. 25,000 copies are produced and distributed throughout the region in the week prior to the event, so it is an excellent way to inform patrons that your business will be at the 2019 Mildura Field Days. An advertising consultant will contact you regarding placing an advertisement in the very popular program.

**Name to appear in program** (if different from application name)

.....

**Name of shared site holders for program listing**

1..... Phone No. ....

2..... Phone No. ....

**Your Products/Services**

Please give a brief description/list of the type of product/equipment that you will be displaying on your site

.....

Please select **ONE only** Products or Services category from the below list for inclusion in the official program directory.

**Complimentary category listing**

Additional Products or Services category listing are available @ \$10 per listing. Please include the number of selections in the **Optional Extras** section of the application form

**Additional Listings @ \$10 per listing**

**Do not add Categories – if you cannot find a suitable category please contact the Coordinator**

### PRODUCT / SERVICES CATEGORY LIST

<b>101</b>	4WD Vehicles & Accessories	<b>133</b>	Fuels, Oils & Greases
<b>102</b>	Advisory services & Consultants	<b>134</b>	Gifts & Accessories
<b>103</b>	Agricultural Machinery & Equipment	<b>135</b>	Government Services
<b>104</b>	Arts & Crafts	<b>136</b>	Grower Organisations & Industry Representatives
<b>105</b>	Auto Supplies, Tyres & Accessories	<b>137</b>	Health & Beauty
<b>106</b>	Banking, Finance & Insurance	<b>138</b>	Home Improvements & Home Equipment
<b>107</b>	Boating, Marine & Fishing	<b>139</b>	Hydraulic Equipment & Suppliers
<b>108</b>	Books, Stationery & Office Supplies	<b>140</b>	Irrigation Equipment & Services
<b>109</b>	Caravans, Camping & Canvas	<b>141</b>	Legal Services
<b>110</b>	Cars & Utes	<b>142</b>	Leisure & Entertainment/Tourism
<b>111</b>	Chain Saws & Lawn Mowers	<b>143</b>	Motor Bikes & ATVs
<b>112</b>	Chemicals, Fertilisers & Agricultural Products	<b>144</b>	Nurseries & Nursery Products
<b>113</b>	Clothing & Accessories	<b>145</b>	Organic Products
<b>114</b>	Community services	<b>146</b>	Packaging, Containers & Packaging Equipment
<b>115</b>	Computers & Office Supplies	<b>147</b>	Packing Houses & Dried Fruit Processing
<b>116</b>	Concrete Products & Suppliers	<b>148</b>	Pest Control
<b>117</b>	Contractors	<b>149</b>	Pneumatic Equipment & Tools
<b>118</b>	Cool Rooms, Refrigeration & Air conditioning	<b>150</b>	Posts & Trellis Materials
<b>119</b>	Domestic Products, Furniture- indoor & outdoor etc	<b>151</b>	Real Estate
<b>120</b>	Earthmoving	<b>152</b>	Safety Equipment/Emergency Services
<b>121</b>	Education & Schools	<b>153</b>	Sheds, Garages, Carports & Other Buildings
<b>122</b>	Electrical & Home Appliances	<b>154</b>	Sport & Recreation
<b>123</b>	Employment Services	<b>155</b>	Telecommunication & Internet Service Providers
<b>124</b>	Energy/Solar Suppliers	<b>156</b>	Tools & Workshop Equipment
<b>126</b>	Engine Repairs & Services	<b>157</b>	Trailers
<b>127</b>	Engineers & Manufacturing	<b>158</b>	Trucks & Transport
<b>128</b>	Environmental Services	<b>159</b>	Waste Management, Recycling & Scrap Metal
<b>129</b>	Estate Agents & Water Brokers	<b>160</b>	Water Tanks & Water Treatment
<b>130</b>	Fencing & Fencing Products	<b>161</b>	Welding & Gas Sales
<b>131</b>	Food Drinks & Refreshments(on-site catering)	<b>162</b>	Wineries & Winery Supplies
<b>132</b>	Foods and Domestic Products	<b>164</b>	Work Wear, Hats & Boots, Other Clothing

Mildura Field Days are required to collect data on the type of accommodation utilised by our exhibitors. It would be appreciated if you would answer the following questions.

Type of Accommodation- Motel  Caravan Park  Friends  Other

No of nights- 1  2  3  More

Average spend **per day** on accommodation/food/fuel etc- Please give a specific amount \$

Or use the tick boxes. Less than \$100/day  More than \$100/day

\$101-\$150/day  \$150-\$200/day  More than \$200/day

Have you visited Mildura before? Yes/No/NA Please circle one

Are you planning on visiting in future? Yes/No/NA Please circle one

Will the visit be for pleasure or business? Please circle pleasure or business or both (if applicable)

Your Postcode

Thank you

## Promotional Announcements on Public Address System

1. Production of material can be arranged from a CLEARLY written (preferably typed) script. Items should be around **80 words** to produce a 40 second commercial.
2. Recorded material may be provided electronically or on a usb.
3. The committee reserves the right to edit any promotional material provided.
4. The charges are as follows:
  - **ANNOUNCEMENT:** \$40.00 – up to 60 second announcement. Material supplied will be played at least twice each day.

**Exhibitors Company Name:** .....

**Exhibitor Contact Name:** ..... **Contact No:** (.....).....

**Exhibitor Contact Email:** .....

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Voice Options	Female Voice	Male Voice	Either
Prefer reading to be:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Mildura Field Days Safety Policy

## ***Exhibitors Safety Responsibilities***

- The Exhibitor shall at all times exercise all necessary precautions for the safety of the public, employee(s) and others appropriate to the nature of the exhibit site/demonstration and the conditions under which the event is conducted. The Exhibitor shall comply with all statutory requirements and such directions as the Mildura Field Days Organising Committee (Committee) may give.
- Notwithstanding any directions or approvals given by the Committee, the exhibitor shall at all times be held responsible for the safety of all persons engaged in the operation of an exhibit site/demonstration.
- The Exhibitor shall promptly report to the Committee, all accidents involving death, personal injury, and all incidents with the accident potential such as equipment, structure or infrastructure failure and the like. If required the Committee shall ask for the generation of an incident/accident report which either the Committee or the Field Day Coordinator must take delivery of within 48 hours of the accident/incident.
- The Exhibitor shall implement a Site Specific Safety Management Plan. This Plan will demonstrate how the Exhibitor will comply with the Occupational Health and Safety Act and associated Acts and Regulations.
- The Committee has compiled a Exhibitor Site Safety Checklist, which must be completed and returned to the Coordinator with your site application form and certificate of currency by **Monday, 8<sup>th</sup> April 2019**
- The Coordinator/Committee will be available for the 2 days leading up to the Mildura Field Days to assist with the site set up.

## ***Exhibitor Safety Management Plan***

Each Exhibitor is required to provide a safety management plan by completing a Exhibitor Site Safety Checklist, which addresses the following:

1. Safety management responsibilities within the Exhibitor organisation which details the names and position of the persons responsible for the following aspects:
  - 1.1. Maintaining up-to-date Occupational Health & Safety Regulations, codes and practices and communication of their relevance within the Exhibitors organization.
  - 1.2. The identification of and evaluation of site specific OH&S hazards through the completion of the site hazard audit list.
  - 1.3. Ensuring safe operation of the equipment, plant and materials used on the site.
  - 1.4. Procuring training, enforcement of the use and the monitoring of the condition of all related equipment.
  - 1.5. The management of onsite work methods, the warning of hazards and the implementation of accident and emergency procedures.
  - 1.6. The protection of the public on and near the site.
  - 1.7. The assessment and monitoring of all sub-contractors on the site.
2. The identification of the site related OH&S hazards, and for each, the preparation of Job Safety Analysis, (JSA). The JSA should include Standard Operating Procedures (SOP) designed to manage the associated hazards.
3. A procedure for reviewing the site related hazards during the duration of the Mildura Field Days and if necessary the development of a revised Site Safety Plan.
4. In the development of a Site Safety Plan, consideration should be given, but not limited to, the defining of confined spaces, adequate illumination, traffic control, machinery guards, safe access, working at heights, hazardous substances.
5. If the Safety Management Plan, in the Committee's/Coordinator's opinion, does not adequately cover the requirements, then work will not be permitted to commence on the site until the Safety Management Plan has been revised to cover the requirements.

### ***I have read and understood the above information***

**Exhibitor Company Name:** .....

**Exhibitor Contact Name:** ..... **Exhibitor Contact No.:** .....

**Signed:** ..... **Date:** .....

## Mildura Field Days Site Safety Checklist

**IMPORTANT NOTICE:** This site safety plan must be completed and the COPY the submitted with your application & payment to the Mildura Field Days Committee prior to the site being permitted to operate. Failure to submit this safety plan will result in your site not being permitted to operate.

**\* THIS SITE SAFETY PLAN MUST BE AVAILABLE ON SITE AT ALL TIMES\***

<b>Mildura Field Days: Exhibitors Site Safety Checklist</b>		
<b>Hazards</b>	<b>Suggested Risk Control Measures</b>	<b>Risk Control Measures in Place (Yes/No/NA (Not Applicable))</b>
<b>1.0 Slips, Trips and Falls</b>	▪ Exhibition designed to minimize trip hazards	
	▪ Barriers in place to separate people from hazard conditions expected at this site	
	▪ Mats placed over uneven surfaces and cables	
	▪ Segregation of pedestrians by means of barriers, fences or wardens	
	▪ Signs/ flags/ indicators in place to warn of hazard/s	
	▪ Exhibition designed to minimise hazards	
	▪ Barriers in place to separate people from hazards	
	▪ Surface dried and cleaned as soon as hazard occurs	
	▪ Warning signs to indicate hazards	
	▪ Hand rails and steps to be of solid construction and manufactured in accordance with Australian Standards	
▪ Supervision in place to assist and instruct visitors climbing onto plant and machinery		
<b>2.0 Plant &amp; Machinery</b>  Note 1: All machinery and equipment demonstrations exhibitors should liaise with appropriate field days staff regarding the safe movement of displays	▪ Experienced and competent operators only to operate	
	▪ Speed limits and load restrictions adhered to	
	▪ Passengers not to be carried	
	▪ Safety in place when backing the machine	
	▪ Not left unattended when running	
	▪ Removal of keys when unattended	
	▪ Booms and tines to be lowered before vacating the machine (see item 9)	
	▪ Operating the machinery in the vicinity of overhead or underground power lines qualified spotters are used	
▪ Safe work procedures are available and should take into account: <ul style="list-style-type: none"> <li>▪ Vicinity of other workers and visitors when starting machinery</li> <li>▪ Use of machinery on uneven surfaces or inclines</li> </ul>		
<b>2.1 Stationary Machinery Hazards</b>	▪ Operators are experienced and competent	
	▪ Segregation on pedestrians by means of barriers, fences and supervision	
	▪ Machine guarding in place	
<b>3.0 Dangerous Goods &amp; Hazardous Substances</b> (Consider bringing empty containers)	▪ Material data sheets available at your exhibit area	
	▪ Generators & Machinery to be fuelled outside event open hours	
	▪ All dangerous goods/Hazardous substances in suitable containers, labelled and with appropriate warning signs	
<b>3.1 Clean containers for display purposes</b>	▪ Precautions stated on MSDS to be followed	
	▪ Required protective equipment to be provided to the workers	
	▪ Visitors, especially children, to be kept away from Dangerous Goods/ Hazardous Substances by means of barriers and constant supervision	
	▪ Safe work procedures are available where there is a need to open or decant containers. Ensure staff are trained in Safe Working Procedures.	
	▪ <i>Note: Occupational Health and Safety (Dangerous Goods Regulations 2000 &amp; Hazardous Substances Regulations 1299) apply</i>	
<b>4. Cuts and Laceration Hazards</b>	▪ Eliminate sharp objects and protrusions from your exhibition	
	▪ Place barriers between sharp objects and workers/visitors	
<b>5. Electrical</b> <i>Note 1: All sites power outlets are protected by RCD</i>	▪ All leads must have current testing tag attached	
	▪ Cables and leads inspected "in situ" to identify risk of crushing/cutting/ or exposure to moisture	

## Mildura Field Days Site Safety Checklist

Mildura Field Days: Exhibitors Site Safety Checklist		
Hazards	Suggested Risk Control Measures	Risk Control Measures in Place (Yes/No/NA (Not Applicable))
<b>6. Thermal Hazards</b>	▪ Public and others separated from hot/cold via barriers	
	▪ Warning signs erected	
	▪ Staff informed and adequately trained with regard to hazards	
	▪ Protective equipment supplied to workers where appropriate	
<b>7. Fire Hazards</b>	▪ Public and others separated from sources of fire by barriers	
	▪ Fuel to be stored securely	
	▪ Combustible/flammable material kept to a minimum and segregated from sources of ignition	
	▪ No smoking near flammable material	
<b>8. Gravitational Hazards</b>	▪ Appropriate fire extinguisher/blanket in exhibiter area	
	▪ Heavy items not to be stored at heights	
	▪ Public and others segregated from areas where items may fall	
	▪ Temporary structures checked for stability and strength taking into account possible weather conditions (eg. Wind, rain etc.)	
<b>9. Pressure Hazards</b>	▪ All silos and tanks should be securely anchored	
	▪ Potential energy hazards must have fail safe systems	
	▪ All equipment hoses and cylinders to be inspected prior to exhibition	
	▪ Gas cylinders secured to prevent falls	
	▪ Public segregation from hazards by barriers	
<b>10. First Aid</b>	▪ Workers informed of hazards and trained in use of equipment	
	▪ Protective clothing and equipment supplied and used	
<b>11. Marquee</b>	▪ In the event of a spill the exhibiter will bunt the area, contain the spill and immediately notify the Site Safety Manager.	
	▪ First – aid is available on site. All staff to be aware of location and safety procedures	
<b>12. Additional Notes</b>	<ul style="list-style-type: none"> <li>▪ Emergency telephone numbers displayed</li> </ul>	
<p>The Mildura Field Days Committee has determined that the periods of greatest risk to safety exists in setting up and dismantling of displays. During this time all exhibitors are required to adhere to but not limited to the following instructions:</p> <ul style="list-style-type: none"> <li>▪ Exhibitors are asked to have all vehicles off the venue by <b>8.30am</b> on both days of the event. <b>No vehicular access will be granted for exhibit removal until after 4pm Saturday.</b></li> <li>▪ Forklifts will be available and used by licensed Mildura Field Days Committee Members. To ensure your ease of exhibit removal, bookings are advisable for Wednesday and Thursday.</li> <li>▪ Additional site-specific hazards not outlined above must be identified, risks assessed and appropriate risk control measures implemented.</li> <li>▪ <b>Exhibitors must not commence dismantling of site before 4pm Saturday.</b></li> </ul>		

This statement indicates that I/We, the exhibitors, have implemented the above control measures for our site and activities for the Mildura Field Days held on 17th & 18th May 2019.

**Exhibitor Company Name:** .....

**Exhibitor Contact Name:** ..... **Exhibitor Contact No.:** .....

**Signed:** ..... **Date:** .....



## Optional extras...

<p><b>Website Listing</b>          The Mildura Field Days will list your business on our website at <a href="http://www.mildurafielddays.com.au">www.mildurafielddays.com.au</a>. This is a free service.          Please <b>ONLY</b> supply details in this section that you wish to be <b>publically available</b> over the internet. We will display your logo with your listing if supplied - please email this to: <a href="mailto:jo@mildurafielddays.com.au">jo@mildurafielddays.com.au</a></p>	Business Name:	
	Website address:	
	Phone number:	
<p><b>Children's Field Walk</b>          This is a very popular activity which involves children/families following a map and visiting exhibitors who can provide items of interest to children.           Exhibitors must agree to supply a minimum of 300 items to children. This is a great promotional opportunity and each participating exhibitor will be promoted in our official program.           Exhibitors will be contacted by the committee if they have been successful in being chosen to be part of the Children's Field Walk.</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Yes, my business would like to take part in the Children's Field Day</li> <li><input type="checkbox"/> I understand we need to provide 300 items to giveaway on the day and agree to stamp children's maps</li> <li><input type="checkbox"/> What do you plan to contribute to the Children's Field Walk?</li> </ul>	

# mildura field days

## 2019 MILDURA FIELD DAYS OFFICIAL PROGRAM

### Program Advertising

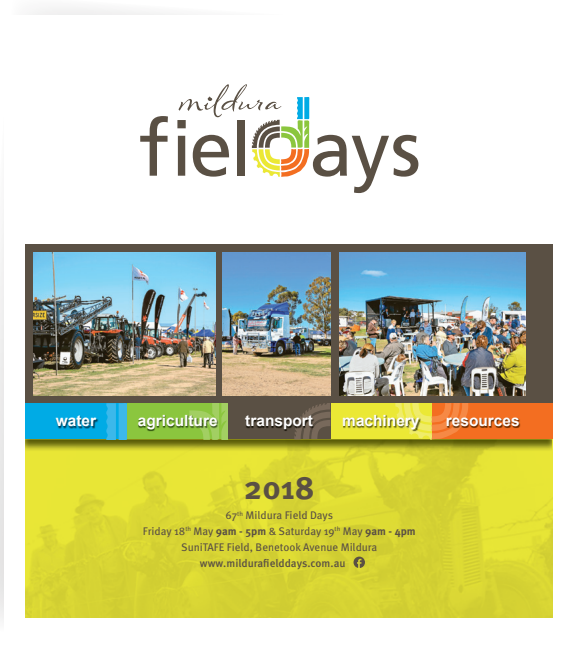
Mildura Field Days have again partnered with the Mildura Weekly to produce an official program that provides detailed information for the 2019 Field Days, promoting the event and exhibitors present.

25,000 Copies will be printed. These will be distributed within the Mildura Weekly with copies also available at the gate during the field days.

There is a wide range of advertising options available within the program at pricing that represents excellent value for money.

Please see the following page with advertising options and pricing.

We will be in contact with you in the near future to discuss your participation in the Field Days program.



PO BOX 1044, IRYMPLE, VIC, 3496  
PH: 0487 021 122



424 SAN MATEO AVENUE, MILDURA, 3500  
PH: (03) 5021 1777 FAX: (03) 5021 1733

*mildura*  
**field****ays**

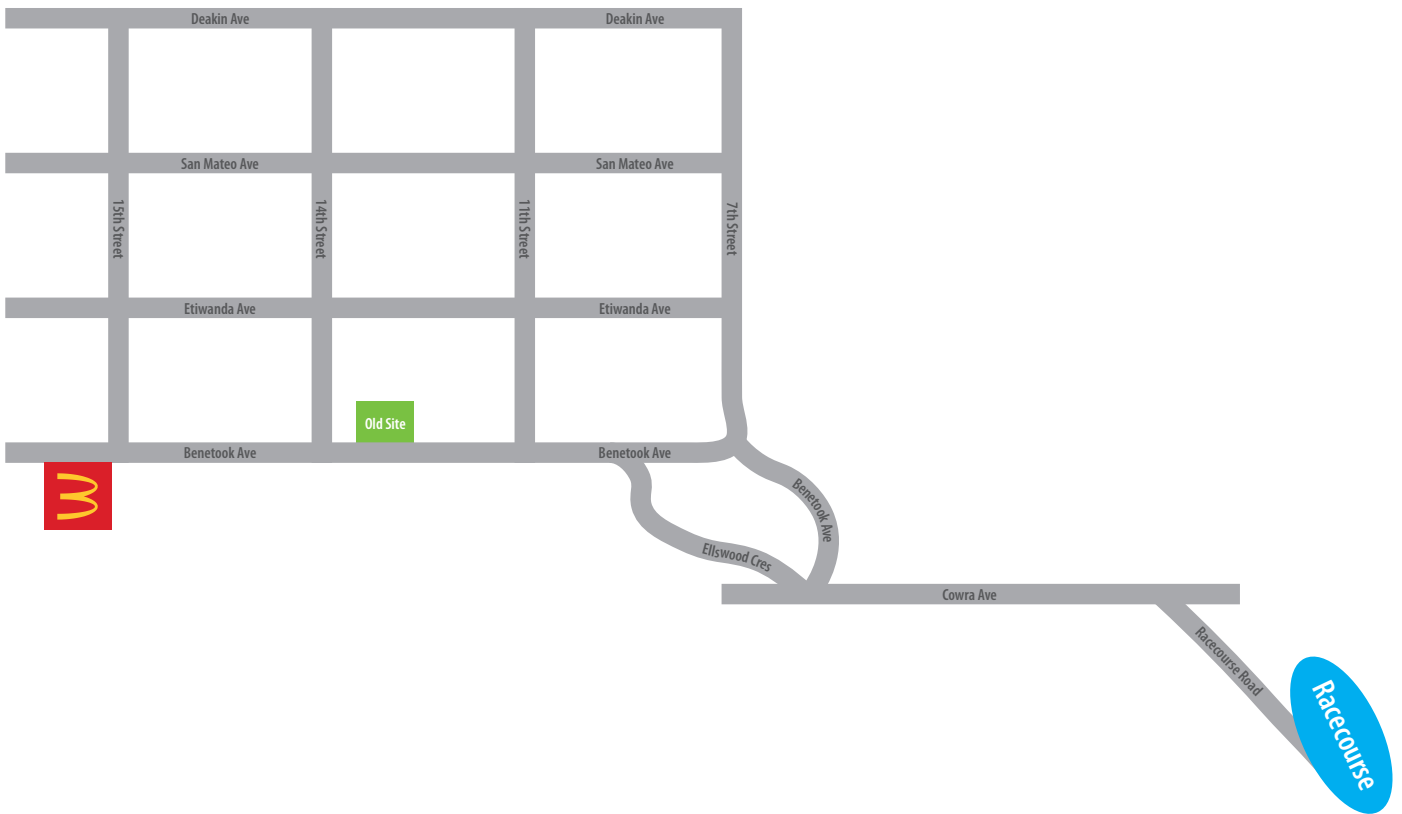
Full Page  
290mm x 260mm  
290mm x 8 columns  
**\$500 + GST**

Quarter Page  
145mm x 129.5mm  
14.5 x 4 columns  
**\$200 + GST**

Half Page  
145mm x 260mm  
14.5 x 8 columns  
**\$350 + GST**

1/9  
96mm x 86mm  
96 x 2.6 columns  
**\$100 + GST**

# Street Directory



## Conditions

1. In the following 'Field Days' shall mean the Mildura Field Days Organising Committee's 68th Annual Mildura Field Days and the M.F.D.C. shall mean the Mildura Field Days Committee.
2. Entry fees as detailed on the Application forms must accompany the Application forms.
3. Entry fees are as set out therein and must be paid by the Exhibitor in full prior to acceptance of the Application.
4. The Exhibitor shall not cause any noise or perform any other act which is or maybe a nuisance to other exhibitors. The use by the Exhibitor of amplifiers or loud speakers is strictly prohibited unless by prior agreement with the Committee.
5. Except with the written consent previously obtained from the Coordinator, the exhibitors shall not assign or sub-let or part with the possession of the whole or any part of the site or purport to do so.
6. The Exhibitor is responsible for the condition of the site covered by this Agreement during the currency of the Field Days and on completion of such field days the Exhibitor shall clean any part of the area affected by the Exhibitor's presence thereon to the state it was in prior to the field days or to the satisfaction of the Committee.
7. The Exhibitor shall conform with the requirements of any act of Government which may govern the erection of structures for the display and/or sale of machinery and/or other products or goods of the Exhibitor's and the regulations, by-laws and ordinances made under such acts.
8. The committee shall have the right to sell by public auction or private treaty any structure or part thereof which has been erected on the space and still remains on such space or upon the said area after the expiration of thirteen days from the completion of the said Field Days and may retain for its own use the proceeds of any such sale.
9. The Committee shall not be liable for any loss of or damage to the Exhibitor's property whilst on the said area. Security of the Exhibitor's property or display shall be the responsibility of the Exhibitor. There shall be no access to Exhibitor's sites by the Exhibitor after 6.00pm or prior to 6.00am, unless by prior arrangement with the Committee, from which time security patrols arranged by the Committee will operate.
10. If the Committee should find it necessary or expedient to cancel or postpone the Field Days, this agreement shall cease to operate upon notice to that effect, signed by the Secretariat served on the Exhibitor by handing it to him personally or by posting it to him in a pre-paid envelope or wrapper at the address here mentioned or at the option of the Committee by handing or offering it to any person who appears or is thought by the Secretariat to be an employee, agent or partner of the Exhibitor and the Committee shall not be liable to the Exhibitor for any compensation whether on the ground of loss of profits or otherwise in respect of such cancellation or postponement and the Exhibitor shall not be entitled to any refund or payment of any money paid by the Exhibitor in relation to this application.
11. The Application properly signed by the Exhibitor and including payment in full shall be in the hand of the Coordinator by **Monday, 8<sup>th</sup> April 2019**. Applications received after that date are only accepted at the discretion of the Committee.
12. The Exhibitor shall not conduct or permit or suffer to be conducted on the space any competition, game or sale by auction without authority of the Committee.
13. **The Exhibitor shall not fuel tractors and machines within the sale area.**
14. The Committee reserves the right to cancel this agreement and to retain any monies paid in relation thereto if there is in the opinion of the Coordinator any infringement of any of the foregoing conditions and/or if the Exhibitor does not occupy the space at the commencement of and during the full period of the said Field Days. **Exhibitors are NOT to vacate sites before 5:00pm on the 1st day and 4:00pm on the 2nd day.**
15. The Committee shall not be held liable for damage caused to any property on which practical demonstration may be held. Furthermore the committee reserves the right to forbid the use of any machine in practical demonstrations which in view of its nature and/or of the weather conditions prevailing at the time may be liable in the Committee's opinion to cause damage to the area or the persons or property therein.
16. The Committee reserves the right if it considers it necessary, expedient or desirable to cancel or suspend the operation of this Agreement by notice served on the Exhibitor as provided in Clause 9 in the event of any occurrence or happening which in the opinion of the Committee justified it in so doing. Moreover, the Committee shall not be liable to pay the Exhibitor for any compensation whether on the ground of loss of profits or otherwise or any refund of payment of any money paid by the Exhibitor in relation to this Agreement in respect of such cancellation or suspension.
17. The Mildura Field Days is conducted by the M.F.D.C., a body corporate pursuant to the provisions of the Associations Incorporation Act. All rights and obligations which arise under these conditions or in relation to the Mildura Field Days shall be enforceable by or against M. F.D.C. which shall function through the Committee.
18. In these conditions unless the contrary appears:- "the area" shall mean the area defined by the external boundary fences of the Mildura Racecourse, Racecourse Road, Mildura, "the Exhibitor" shall mean the body corporate, person, partnership or voluntary association whose name appears on the application to exhibit and shall include the employees, servants and agents of the exhibitor, "the Committee" shall mean the elected Committee of the M.F.D.C. and those persons engaged by them to function on their behalf, "the Secretariat" shall mean that person or persons engaged by the M.F.D.C. to act as the 'Organising Coordinator'. Words importing the singular number shall include plural and the masculine gender the feminine or neuter and vice versa and those importing persons shall include bodies corporate. Joint Exhibitors shall be jointly and severally bound by these conditions and shall have joint and several liabilities hereunder. "Site" shall mean the space allocated by the Committee to an Exhibitor and shall include the immediate surrounds of such space.
19. The M.F.D.C. reserves the right to restrict the number of exhibitors and to accept or not accept Applications at its discretion.

### Important Dates

<b>Monday, 1st April</b>	Applications due for previous exhibitors wishing to be allocated a preferred site
<b>Monday, 8<sup>th</sup> April 2019</b>	<b>Applications Due-</b> Applications received after this date will not be guaranteed inclusion in the official program
<b>Thursday 11th April</b>	Official Program Advertising Booking Deadline
<b>Wednesday 15th May</b>	Site is open to exhibitors for set up from 8am
<b>Wednesday 15th May</b>	Security begins at 6pm
<b>Friday 17th May</b>	<b>Day 1</b> 9am to 5pm
<b>Saturday 18th May</b>	<b>Day 2</b> 9am - 4pm
<b>Sunday 19th May</b>	Pack up Day
<b>Monday 20th May</b>	Site security finishes at 6am Pack up Day Site needs to be cleared by 5pm

## 2018 Site Award Winners

*Best Large Site - Haeusler's Group*

*Best New Site - Pudding Lane*

*Best Returning Site - Dr Drums Furniture*

*Best Medium Site - Stihl Shop*

*Best Small Site - Original Spirit Co*

## The Annual Dried Fruits Awards

*Best Sultanas - Anthony Manno, APDF*

*Best Sunmuscats - Peter Melton, APDF*

*Best Raisins - Jeff and Jenny Gadsden, Sunbeam*

*Best Currants - Peter Middleton, Sunbeam*

*Best Sunglo - Gordon Gardner, APDF*

The best fruit overall for the season award was presented to **Peter Melton, Irymple**

## The Gate prize draw

*Major prize of a John Deere Ride-on Mower - Mark Scott*

*Children's John Deere toy pack - Natalie Gervais*

*Tasco \$1000 fuel voucher - Alan Middleton*

**Thank you to Tasco & Haeusler's for their continued support of our event**

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