



**Grimmo  
Promotions**  
'the event organisers'

**4WD  
CARAVAN  
CAMPING  
& BOAT  
SHOW**



**COFFS HARBOUR  
RACING CLUB**

**13 - 14 JUNE, 2015**

# *Invitation to Exhibit*

Grimmo Promotions cordially invite you to exhibit your business at the ...

# 4WD CARAVAN CAMPING & BOAT SHOW

***The 2015 4WD, Caravan, Camping & Boat Show will be staged at The Coffs Harbour Racing Club on the weekend of the 13th & 14th June, 2015, between 10am and 4pm both days.***

This year we are shooting for over 120 exhibitors and 12,000 visitors to the show. Over the past eleven years our show has attracted over 50,000 visitors from all over Northern NSW, with many exhibitors reporting remarkable sales results. So don't delay, book your site today!

## **Advertising and Promotion**

A full cross-media campaign will take place using newspaper, television and radio.

This level of advertising and the success of the previous years 4WD, Caravan, Camping & Boat Shows will ensure the whole of the Coffs Harbour community will know about the 2015 show.

## **Admission Prices**

Admission prices have been kept to extremely affordable levels of Adults \$12, Concession \$10, Kids (5 - 16) \$6



## Site Booking Application

Company Name: .....

Contact Person: .....

Address: .....

Suburb / Town: ..... Postcode: .....

Phone: ..... Mobile: .....

Email: .....

### Site Details

Site No.: ..... Site Size: ..... Site Cost: .....

Type of equipment to be displayed: .....

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Special requirements (eg power etc): .....

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### Public Liability Insurance Declaration

I / We hereby certify that current public liability insurance is held by my / our business.

Insurer: ..... Policy Number: .....

### Terms & Conditions

1. All displays will be allowed at the discretion of the event organisers, Grimmo Promotions.
2. The content of all displays must be of a suitable nature for such an event.
3. No subletting or multiple occupancy display will be allowed without the organisers permission.
4. Current public liability insurance must be carried by every exhibitor
5. Site fees are payable in full on booking, or by three equal installments payable: on booking, 13 April 2015 and 13 May 2015. Exhibitors will not be permitted to setup if any part of the site fee is unpaid.
6. Site fees are not refundable unless the organiser manages to sell the said site.
7. Grimmo Promotions reserves the right to alter or adjust any details or organisation relating to their event without notice or prior warning being given to the exhibitor.

# SAFETY AND RISK AWARENESS SURVEY

Our site is an extension of your workplace and hence the same Occupational Health and Safety Legislation issues apply. Remember to inform your staff of the hazards and ways to avoid injury while exhibiting. You are responsible to ensure members of the public are not exposed to hazards on your site. The organiser reserves the right to inspect your site to ensure that you as an exhibitor comply with the Occupational Health and Safety regulations.

List in the fields provided any specific hazards or risks your exhibition may cause in the topic areas along with the actions you will undertake to minimise the risk of hazard.

**FIRE HAZARDS:** List any items or practises which may cause or exacerbate fire hazard. Please list all gas bottles and any flammable substances and your actions to ensure these items safety:

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Actions to minimise the risk of hazard:

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**TRIPS, SLIPS AND FALLS:** List any items or practices which may cause or exacerbate the hazard including slippery surfaces, guy ropes, tent pegs, any objects which may be subject to instability etc:

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Actions to minimise the risk of hazard:

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**EQUIPMENT, PLANT AND MACHINERY:** List any items or practices which may cause or exacerbate the hazard including stationery and mobile equipment and any dangerous components that you may have including sharp objects:

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Actions to minimise the risk of hazard:

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**DANGEROUS GOODS, HAZARDOUS SUBSTANCES AND CHEMICALS:** List any items or practices which may cause or exacerbate the hazard:

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Actions to minimise the risk of hazard:

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**OTHER HAZARDS:** List any items or practices which may cause or exacerbate the hazards.

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Actions to minimise the risk of hazard:

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I certify that the above information is an accurate assessment of the hazards and risks and that I will undertake to address these risks as indicated.

Signed: ..... Dated: .....

IMPORTANT: This survey must be completed and returned to Grimmo Promotions prior to exhibitors setting up.

Company Name: .....