



PO Box 59, Levin

Email: horowhenua@xtra.co.nz

Phone: 06 368 6539

July 2019

**2020 Horowhenua AP & I Show – Showgrounds Events Park, Levin
Saturday 19th & Sunday 20th January 2019**

Applications for the 2020 Horowhenua AP & I show are now being taken for Trade Space sites. If you're new to the show – it is run in our massive venue at the Showgrounds Events Park, and in excess of 12,000 people attend over the 2 days. The gates on Sunday 2019 were a 112 year record. For the 2019 show, all sites were sold out due to the high demand. For the next show, I am getting you in nice and early to avoid the demand of space in the months leading up to the 2019 Show.

First in, first served, so if you are interested please return the attached form and payment **ASAP to secure your place with us**. **If you have been a regular site holder, you will be allocated the same/near to the same spot as previous years. Please indicate on application if you would like the same spot (confirmation is only given once payment received)**

FOOD SITES: These are very limited

Because of the carnival there are restrictions on some kinds of food that may be sold. Vendors may not sell **Hot Chips, Candyfloss or Hotdogs**. The AP & I Show Committee reserves the right to refuse applications for food sites to maintain a balance of food & drink available.

All food vendors must have the appropriate licences from council. A Council Inspector is generally on site at least 1 day during the event.

EQUIPMENT AVAILABLE:

Chairs are available to use free of charge for indoor display sites. Maximum 2 per site.

DEADLINE FOR PAYMENT:

Full payment must be made by 20th November 2019. Any site not paid for by this time may be reallocated.

TICKETS:

You will receive 2 exhibitor passes and 1 car per site for small sites, extra passes are \$6 per person.

SITE ACCESS:

Access to sites is available from Thursday 16th January. Dismantling of sites to take place from 4-6pm Sunday 19th January. **NO MOVEMENT OF ANY VEHICLES BEFORE 4PM.**

CLEAN UP:

All sites must be left clear and clean. All litter must be removed.

SECURITY:

Security personnel will be on duty Friday / Saturday nights however all stands and exhibits are at the risk of the exhibitor and the Horowhenua AP & I Association shall not be held responsible for any loss or damage of exhibitor goods whilst on site. The Indoor Trade Display areas have an alarm system which is monitored when the building is locked.

INSURANCE:

This is the trade exhibitor's responsibility.

PARKING:

Exhibitors may unload goods onto site but vehicles must be parked in the carpark at the southern end of the grounds prior to Show opening. No vehicle access will be allowed through Victoria Street from 8.30am on both Show days. **NO VEHICLES ARE TO BE MOVED OR DRIVEN ON THE GROUNDS ANYWHERE BEFORE THE CLOSE OF SHOW ON ANY DAY.**

EFTPOS:

Eftpos will be available for the public at the Show ticket office on Show days. All trade exhibitors require their own facility which is to be organised and paid for by the exhibitor.

ADVERTISING:

Media advertising will begin 3 weeks prior to the show. A newspaper supplement will be prepared and distributed throughout the region during show week and you will be invited to participate in this if you wish. Road signage will be erected early December.

We would love you to be a part of one of the biggest events in the region! If you have any queries prior to booking your site, please contact me.

Kind regards



Jo Roberts

Secretary/Manager

E-mail: horo.api@xtra.co.nz

Telephone: (06) 3686539

**NO VEHICLES ARE TO BE MOVED OR DRIVEN ON
THE GROUNDS ANYWHERE DURING SHOWTIME
SATURDAY 9AM – 5PM
SUNDAY 9AM – 4PM**



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Trade & Food Sites - 2020 Horowhenua AP & I Show APPLICATION FORM

NAME OF STALL: _____

CONTACT: _____ EMAIL: _____

ADDRESS: _____

Date of Payment to be made _____ Phone _____

Description of goods/food to be sold: _____

No hot dogs, chips or candyfloss to be sold by any food trucks/sites (Mahons Amusements only)

TradeSpace Fees	Size	Price for 1 site – For the 2 days	The number req.	Total Price including GST
Car/Van Site – includes space to park vehicle behind stall	3.5 x 6m deep	\$125.00		
Outside Site – no vehicle, no food stalls (confectionary okay)	3.5m x 3.5m	\$95.00		
	5m x 3.5m	\$140.00		
	10m x 10m	\$500.00		
Indoor Stadium –	3 x 3m (with Dividers)	\$150.00		
	3 x 3m (without Dividers)	\$120.00		
	Power	\$20.00		
Food Caravan/truck Limited # available Food Court Ally	Up to 5m max frontage and 3.4m deep.	\$420.00 Includes power For two days	Type of Power also needed?	
Power to your TradeSpace site outside	No generators are allowed on the grounds	\$40.00		
Total Price				\$
Please use Business name/last name as reference & 'Trade20' 02 0668 0018171 00 Horo API Assn Levin.				

Sites will be allocated on confirmation of Payment.