

ROYAL HOBART REGATTA

11th to 13th Feb 2017



APPLICATION FOR GROUND SPACE

NON - FOOD & BEVERAGE SPACE

The Secretary
Royal Hobart Regatta Association Inc
GPO Box 506
HOBART TAS 7001

I hereby apply for an allotment of ground space as outline below, at the Royal Hobart Regatta to be held from 11th Feb 2017 to 13th Feb 2017

Applicants Name: _____

Trading Name: _____

Postal Address: _____

ACN/ABN: _____

Telephone: _____ Mobile: _____

Fax: _____ Email: _____

- Please ensure that all information that is required on this application is supplied.
- Incomplete applications will not be considered.
- Ground space at the Royal Hobart Regatta will only be allocated based on this application and the details contained therein.
- Only Amusement Devices, Games, Sideshows or Stalls contained in this application will be permitted to operate at the Royal Hobart Regatta.

Details of Amusement Device, Game, Sideshow or Stall

(A separate application is required for any food & drink caravan, tent or stall.)

A description of the Amusement Device, Game, Sideshow or Stall is required for this application. Please use an attachment if there is insufficient space.

Layout of Amusement Device, Game, Sideshow or Stall

Please sketch the layout of the Amusement Device, Game, Sideshow or Stall, including space required (frontage and depth) in metres. Details are to include accurate dimensions and include any specific placement needs, shutters and drawbar (if applicable).

Application for access to Electrical Supply

Do you require access to an electrical supply: Yes / No

If yes, please list all electrical items including volts, watts and amperage.
Please use an attachment if there is insufficient space

1. _____
2. _____
3. _____
4. _____
5. _____

(No additional items will be permitted to be attached the Electrical Supply)

Power Charges

Power will be charged at \$6.25 per metre for the full length of space rented, should power be required. (i.e. 10 metre site will be charged \$62.50 for power)

Insurance

The Royal Hobart Regatta Association requires all applications to be accompanied by a copy of your Public Liability Insurance Certificate of Currency.

Exhibitors Vehicle Permits

- All exhibitors who require vehicular access to the Royal Hobart Regatta Grounds will be required to display an exhibitors pass on their vehicle.
- Each exhibitor will be supplied one (1) exhibitors pass upon payment of ground space rental.
- All exhibitors' vehicles must be parked in the VIP parking area at the rear of the John Colvin Memorial Grandstand during Regatta operating hours.
- Additional exhibitors passes are available from the Secretary for a fee of \$15.

Payments

Upon receipt of your application, a tax invoice will be forwarded to you outlining all charges and payment details.

A 10% discount will apply to ground rent, paid in full, one calendar month prior to the Regatta commencing. In any event, all ground rent must be paid in full by close of business on Sunday prior to the Royal Hobart Regatta public holiday.

Payments may be made by EFT to:

Royal Hobart Regatta Association
BSB 633 000 Acc No. 147196943

Cancellations

Any cancellation, in writing, to the Secretary will be refunded in full, where 30 days notice, prior to the commencement of the Royal Hobart Regatta, is given.

If less than 30 days notice is given, a cancellation fee of 20% of the total ground rent will be charged.

Worksafe Audits

Worksafe Tasmania will be attending the Royal Hobart Regatta and will be conducted random audits on Vans/tents. A number of checks were conducted in 2016.

At the end of this document is a checklist that each operator is required to complete immediately after setup at the Royal Hobart Regatta and forward to the Grounds Supervisor.

Indemnity

I undertake to keep the Association indemnified against all claims, demands, proceedings, damages, expenses or costs or at any instance of any person in relation to or in connections with the ground space allotted.

Acknowledgement

I, _____ (name of hirer)

of _____

acknowledge that I have received and read this application and the General Terms and Conditions of the RHRA. I acknowledge that I understand and will abide by the contents of those documents.

Signed _____

Date ____/____/____

Witnessed _____

Name and Address of Witness :

Office use only:

REC'D RHRA

LOT ALLOCATION

REG'N No.

ROYAL HOBART REGATTA



VAN/TENT INSPECTION CHECKLIST

Date:

Business Name:

Vans/Tents

- Is the food van/tent securely placed?
- Does the van move with operators inside?
- Is the van chocked up?
- Are chocks secure and appropriate?
- Does weighting/pegging of tent comply with requirements of Temporary Structure/Marquee weighting guide and/or Pegging Guide? (Available on RHRA website or from the Grounds Supervisor)
- Are poles and roof supports suitable and in serviceable condition?
- Are pegs covers/marked to prevent trip hazard?

Access/Egress

- Is there clear access and egress to the van or tent for staff?
- Have staff been provided with instruction, information and training in hot food areas?
- Is there an evacuation plan in the case of a fire?
- Are fire extinguishers present and in test?
- Are fire blankets present?

Gas

- Are gas bottles in date?
- Are spare gas bottles kept on site?
- Are gas bottles suitably restrained?
- Is the area around gas bottles clear?
- Are there any ignition sources nearby to gas bottles?
- Is there a designated staff smoking area?
- Is this area clearly identified?

Electrical

- Are required electrical items tested and tagged (in date)?
- Are electrical leads protected from damage?
- Do electrical leads run near roads, heavy foot traffic or vehicular traffic?
- Are electrical appliances/leads protected by an RCD?
- Are electrical leads near any damp ground or water?

Guidance notes are available from the Grounds Supervisor or the Royal Hobart Regatta website.