



COURTENAY A & P ASSOCIATION

SECRETARY: P O BOX 36, KIRWEE, 7543

secretary@courtenayshow.org.nz

Food/Side Show Site Tender Form Courtenay A & P Show, Saturday 23rd November 2024

Contact Name: _____

Business Name: _____

Postal Address: _____

Email: _____

Phone: _____

Mobile: _____

Detailed Description of Services and/or Products you would like to sell:

eg hot meat sandwiches, pies, ice cream, coffee etc.

PLEASE NOTE: You may not sell hot chips, hot dogs or steak sandwiches.

I wish to tender a price of (minimum \$150) (Please note the Courtenay A & P Assn is GST registered)	\$
I would like to purchase _____ additional gate passes, over and above the two (per site) supplied @ \$15 each	\$
Food /goods will be sold out of a <i>e.g Caravan, tent, van etc</i>	
Area of site required (include tent pegs, caravan drawbar etc)	Width/frontage _____ m x _____ m depth
If you have a Caravan, please advise where the drawbar is when facing serving area (Please circle that which applies)	Left Right Rear
Power Required? (Please circle that which applies)	Yes No

Any site allocated will be able to accommodate the size given on your application. Vehicles not required on the site must be parked in the public car park.

Courtenay Agricultural and Pastoral Association

149th Annual Show – Saturday November 23rd 2024

Conditions of Tender for Food/Beverage/Side Show Sites

1. The closing date for the acceptance of tenders is Friday October 18th 2024
2. The Association does not undertake to accept the highest or any tender.
3. The decision of the Association's Committee is final.
4. Each applicant will be advised of their tender outcome by email to the address given in the tender. This letter will not contain the details of any tender or any evaluation results.
5. **The amount tendered shall be payable in one sum by November 1st, 2024.**
6. Each tender is to be accompanied by details of the foods, beverages or entertainment it is intended to provide.
7. Successful tenders need to provide their own power leads if applicable. (20 metres).
8. All power leads must have RCD fittings before connecting to any A & P Assn power points.
9. Two gate passes will be issued per site. Additional passes can be purchased for \$15 each. No gate pass, no entry into the showgrounds.
10. The Association reserves the right to permit the sale of other foodstuffs elsewhere on the Association's grounds during the show. (In addition to the tendered food sites food may also be available at other locations on the Association's grounds, at the catering tent, the Association's Licensed Booth and at community fundraising sites). The side show has the sole right to sell candy floss and popcorn.
11. Successful tenderers agree and undertake to comply with the Health & Safety in Employment Act 1992. And have Public Liability Insurance.
12. Whatever food you sell, you also need to comply with the Australia New Zealand Food Standards Code. Your signature on this form means you comply.
13. Peter Schnell (027 728 2089) will be available to show site holders to sites between 1-6pm Friday and from 7am on Saturday. Site must be set up by 8.30am Saturday.
14. **BREACH OF CONTRACT:** Failure to comply with the above mentioned conditions may lead to termination of the contract and expulsion from the Association's grounds.
15. Please sign this sheet and return with application to indicate you accept these conditions.
16. All rubbish is the responsibility of the stall holder and must be taken away.
17. Any cancellations made before seven days of the event, or if the event is cancelled, a 75% refund of site fees will be given.
18. Direct Credit information: Courtenay A & P Assn, BNZ 02-0860-0051086-00

Signed _____

Site Name _____

Date _____

Please ensure you have ...

1. Read the Terms and Conditions over and signed at the bottom.
2. Completed all the blank areas above.
3. Attached copies of all relevant licences required to operate.
4. Signed at the bottom of this page. Please return it by Friday October 18th 2024 to via email secretary@courtenayshow.org.nz.