

Courtenay Agricultural and Pastoral Association

150th Annual Show – Saturday November 22nd November 2025

Conditions of Tender for Food/Beverage/Side Show Sites

1. The closing date for the acceptance of tenders is Friday October 17th 2025
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, 2025.**
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 17th 2025 to via email secretary@courtenayshow.org.nz.
-