



## **SITE HOLDER INFORMATION GUIDE 2023 (including terms and conditions)**

**Set-up on Friday 14th July 2023 from 12.00pm (Midday) and Saturday 8:00am to 6:00pm**

**Public Entry 7.00am - 2.00pm Sunday 16th July 2023**

***SITE HOLDERS EXPECTED TO TRADE UNTIL 2PM SUNDAY***

**CLASSIC AND HISTORIC AUTOMOBILE CLUB – WAGGA WAGGA REGION**

**Email : [chacawagga@gmail.com](mailto:chacawagga@gmail.com)**

**website : [www.chacawagga.com](http://www.chacawagga.com)**



## Wagga Wagga Swap Meet - Conditions of Entry

These conditions of entry apply to all site holders, members of the public, volunteers and contractors

### 1. Site Holder Trading

- (a) **Display appropriate vehicle passes bottom corner of the windscreen on the driver's side ensuring that the site number is clearly visible to gain entry and left there for the duration of the meet. Any vehicle without visible accreditation may be towed**
- (b) Site holder entry and set-up permitted from Midday Friday before the swap. **Entry will be via Bourke St main gate.**
- (c) Public access commences from 7am to 3pm on Sunday. *There is no public entry on previous days.*
- (d) Site holders are expected to trade until 2pm Sunday. Failure to trade may mean loss of site(s).
- (e) Site holders wishing to leave on Sunday are not to vacate until after 2.00 pm. This is for safety reasons and ensure all paying public are able to view all sites.

### 2. Site Holder Behaviour

- (a) Excessive use of alcohol or unruly behavior may result in the loss of site and eviction
- (b) Site holders are responsible for removing unsold items from their sites before leaving. Rubbish and items left on sites will result in forfeiture of the site and an invoice for rubbish removal.
- (c) All vehicles must be parked within bounds of the sites belonging to siteholder only – no parking on other sites at any time. If additional parking is required there is parking inside the trotting track.
- (d) Authorised catering site only to sell food and drinks.
- (e) Generators are allowed for use between 7am and 10pm. Outside these hours is not permitted for noise reasons.
- (f) Transferring of sites between siteholders is not permitted.

### 3. Other Conditions

- (a) Outdoor sites may be powered **but caterers will have priority to any outlets**. Any issues are to be referred to CHACA organisers and appropriate decision will be made.
- (b) Site holder contact details may be provided to third parties unless advised to the contrary in writing to CHACA organisers.
- (c) No vehicles are to be driven or ridden around the grounds during public admission times. Administrative and supply vehicles will be excepted. A speed limited to a normal walking pace applies
- (d) NOTE: Under NSW Law the restrictions in respect to Alcohol BAC (exceed .05%) applies both on and off the road. These restrictions may be enforceable throughout the Swap Meet Site

### 4. Organising Committee

- (a) The Classic and Historic automobile Club of Australia (Wagga Wagga Region) , their agents, or servants and the Executive Committee for the CHACA Swap Meet do not and will not be held responsible in any way whatsoever for any negligence relating to the conduct of the CHACA Swap Meet. The Organisers do not accept responsibility to ensure clear title for any goods sold, purchased or swapped during this event.
- (b) The Organisers reserve the right to refuse entry or evict any person or site holder at their discretion
- (c) The Organisers retain the right to cancel or move a site at their discretion

## **SITE HOLDER INFORMATION**

- ENTRY only from Bourke St. Exit via Urana St on Saturday and Sunday
- No parking on the Showground roads. Extra parking is available inside the trotting track.
- Payment for each site admits two people plus a vehicle and/or trailer parking ( size permitting ) per site. Additional people on that site to pay \$5
- No Swap Set Up before midday on the Friday.
- Security on duty Friday and Saturday nights
- Halls open at 6:00am and are locked at 6:00pm
- Site holders expected to trade until 2:00pm Sunday
- Public entry from 7:00am Sunday **only**
- Site office open:
  - Friday 12pm – 5:00pm,
  - Saturday 8:00am—6:00pm,
  - Sunday from 6:00am
- All Swappers unsold gear and rubbish must be removed by the stall holder.
- No hot coals to be placed in garbage bins.
- ATM machine available Saturday and Sunday
- **All** enquiries regarding bookings, are to be directed to the Wagga Civic Theatre via **02 69269 688** or [Civictheatre.com.au](http://Civictheatre.com.au)
- **ALL site holders for the current year, will receive first options for their current sites the following year.**
- Active trading must occur on each site, failure to do so may result in site been cancelled for future years.

### **5. Insurance**

The individual stall holders are NOT covered under the CHACA policy – each individual stall holder must have public liability insurance.

If a stall holder is injured or has property damage from a result of the event organisers (Classic Historic Automobile Club) then our policy will cover you, but it will not cover you for any injury or damage you cause (which is why you need to ensure you have your own insurance policy).

### **6. Refund Policy**

A refund will only be offered to site holders cancelling sites by 1st May however once refunded, the same sites may not be made available to you for the following year.

### **7. Site holder entitlements and restrictions**

The use of the site is for the sale, exchange/swap of goods.

**External Sites are approximately 36sqm and may be of varied shape, width and depth.**

**Larger vehicles will require multiple sites. Site holders are permitted to camp on the site.**

Site holders must not exceed or extend the permitted site boundaries. Please do not encroach on other sites

### **8. Vehicles**

Site holder vehicles including extra vehicles must display the appropriate windscreen sticker at all times. Vehicles must be situated totally within the site/s.

Indoor site holders may park inside the designated area inside the trotting track, there is no other area allocated for inside store holders inside the grounds.

For safety reasons, No vehicle movement is permitted during public admission times on Sunday.

Movements at other times are restricted to walking pace only.

## **9. Security**

***Security contractors on duty Friday and Saturday nights.***

The CHACA Wagga Wagga Swap Meet will have volunteer staff and professional security operators on site to ensure the safety and well-being of site holders and to ensure that the appropriate behavior standards are adhered to. Failure to abide by the terms and conditions may result in the site holder(s) being evicted from the event and site forfeiture. ***Aggressive behavior towards anyone will not be tolerated.***

## **10. First Aid Procedures**

***Call 000 in the event of a serious incident requiring emergency attendance***

First Aid facilities are located at the site office and appropriately trained staff will be on site 10am to 3pm Saturday and 9 till 2pm Sunday.

In the event of a serious incident requiring evacuation or similar then site holders must abide by the relevant instructions and adhere to directions of the CHACA Swap Meet Officials and the emergency services personnel. Evacuation areas are identified on the site map.

In the event of total and immediate evacuation the responsibilities are to ensure safety and lives of site holders and patrons. Property and items for sale are a secondary consideration.