Picton District A. H. & I. Society Inc.
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PICTON 4X4 EXPO

Saturday November 14, 2026

APPLICATION FOR TRADE SPACE

Bump-in/out - Friday 2pm - 7pm & Saturday 5:30am - 7am - 3pm

Trading Hours: Saturday 8am - 2:30pm

Applicant Details

Business Trading Name _____

Applicants Name _____

Email _____

Contact Number(s) _____

Postal Address _____

Not For Profit/ Community Group:

☐ YES ☐ NO

Please provide a copy of your current:

- ☐ Public Liability Insurance with this application
- ☐ NSW Safe Food Handling Certificate
- ☐ Wollondilly Shire Council Temporary Food Vendor Approval Certificate

This can be found at https://www.wollondilly.nsw.gov.au/

- ☐ Detailed description of ALL products and/or services for sale/or promotion
- ☐ **Please Provide photos of your product/display to assist us with your application**

_____

_____

_____

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Site Requirements

Your site size requirements must allow for all setup, display and operational needs, this includes vehicles and towbars. You cannot extend onto or request alteration to any adjourning site in any way. We need to be kind to our neighbours.

Number of Vehicles in site _____ (must be included in total area)

Frontage _____m x Depth _____m Total Area _____x_____

Fees

Fees are based on 3 x 3 sites including GST.

General Merchandise / Services			
	Per site	Sites required	Total Fee
Food Vendors Gazebo 3x3	$75		
Food Vendors - Vans, trucks, trailers	$125		
Food Only - Add Power	$25		
General Stall 3x3	$50		
General Stall 3x6	$75		
Extra Large stall 6x6 (Limited to first in, first served)	$140		
Community & Not-for-Profit Charity Groups	$0		
		Total Charge	

Please note power is very limited and therefore **LIMITED ELECTRICITY** is being made available - for food vendors located in the food court area. Those located outside the area who require power are expected to supply their own **Silent Generators**. All electrical leads need to be tagged and mounted overhead or covered with safety mats to reduce tripping hazards. It is advised to bring your own leads and safety mats.

Drinking water is available around the grounds - please be sensible and use this wisely. If you have waste water, this can not be let onto the grounds or into storm water gutters at any time.

The area behind your site must be kept clean and tidy at all times and be used only for essential stock or equipment. It is the exhibitors responsibility to ensure that all rubbish and equipment is cleared and removed from the site at the conclusion of the event. **Bins are provided for PATRONS use NOT Exhibitors, please take your waste home.**

Shade structures must be adequately anchored and trip hazards eliminated or signed/marked. As our grounds are primarily grass, pegs will be fine. Those on hard surfaces are advised to use drill pegs or weights.

Vehicles

- **Strictly NO movement of vehicles permitted during event operating hours**, unless pre-approved and escorted by a committee member.
- **Bump in is between Friday 2pm - 7pm, Saturday 5.30 - 7am**
- **Bump out Saturday approximately 3pm onwards**
- The speed limit is walking pace with hazard lights activated.

- Parking is available on Victoria Park around the football oval.Park sensibly so that others can access/move their vehicles. Note, the public will also be parking here.

Cancellations

A cancellation of your site less than **2 weeks prior** to the event will result in a **forfeit of fees.** A cancellation prior to this date will result in a refund.

If the Picton Show Society - 4X4 Expo and Competition Subcommittee is subject to rearrangement, cancellation or postponement, due to unforeseen circumstances such as inclement weather or other circumstances out of the Show Societies control you will be notified at our earliest convenience immediately following a decision, including but not limited to via Social Media. In the event that the Picton 4X4 Expo and Competition is cancelled in whole or part or ceases to operate, the Vendor acknowledges and agrees that they may not be entitled to a refund.

Payment

Once your application is approved, you will be sent an invoice to your email. You MUST complete payment within 14 days of the issue date. Once bookings are confirmed you will receive a bump in package no later than 2 days prior to the event.

Contract Agreement

- ☐ I and my employees, volunteers and agents shall observe and be bound by the Picton Show Society - 4X4 Expo and Competition Trade Space Terms, Conditions and Regulations as stipulated within this application form. I accept and acknowledge this by signing and dating this document below.
- ☐ I acknowledge and agree that if these Terms, Conditions and Regulations are not adhered to, this can result in the exhibitor not being permitted to attend future events or be discreetly removed from the event.
- ☐ I acknowledge that I have completed this form in its entirety and have attached the required supporting documentation.

Name of Applicant: _____

Signature of Applicant _____ Date Signed _____

On completion of this form, please email this form along with your supporting documentation to office@pictonshowsociety.com.au