



Painting by Leonie Varisco, Art of Equestrian



25 – 29 APRIL 2023 Sydney International Equestrian Centre
Australia's Premier Dressage Event

SYDNEY CDI

TRADE VILLAGE

www.sydneycdi.com

Trade Village information

The event starts on Wednesday, 26 April 2023 with a limited programme of National Prix St Georges and Intermediate II competitions and Para-Equestrian and Fitness Inspection for CDI horses. Para-Equestrian competitions will also be held on Tuesday, 25 April in the main arena.

The competition will be in full swing from Thursday, 27 April to Saturday, 29 April with an evening session finishing around 8pm. A workshop for judges, riders will be held in the Indoor Arena on Sunday, 30 April.

Spectators will be allowed on all competition days. An admission fee is charged from Thursday to Saturday.

The event will be conducted under COVID Safe rules and regulations that will apply at the time.

A ticketing system will be in place for exhibitors to obtain admissions passes which can be downloaded to your mobile devices to gain access.

Trade Village Sites

Hoecker type Marquees with flooring, lights, table & chairs are available for hire ranging from 3x3m, 6x3, 9x3, 6x6 & 6x9 metre structures

Space is available for traders with their own vans or individual set up.

Hoecker type Marquees with flooring, lights, table & chairs and power are available in the following dimensions.

- 3x3, 6x3, 9x3, 6x6 & 6x9 metre structures. Other sizes by request.

Space is available for a limited number of traders with their own vans or individual set up. Sponsors of the event have first preference for premier positions along the long-side of the indoor arena and the adjacent grass area near the indoor.

Exhibitors with Trailer or vans and/or own marquees will be positioned in the P4 park area.

The layout of the trade village may be altered if we have a repeat of last years wet weather.

Benefits to Exhibitors

- Company/Business name, contact details and website listed in the official programme booklet
- Exhibitor listing featured on the event web site
- Copy of the programme booklet
- 2 x Exhibitor passes per exhibit

Programme Booklet

You can be involved with the event by advertising in the programme booklet. The booklet will be B5 size, in full colour. All riders, officials and guests receive a complimentary copy.

A 10% discount on advertising rates applies for companies who exhibit as well as take a full- or half-page advert in the programme booklet. Specifications attached.

Advertising rates (inc. GST):

- Full page - \$385
- Half page - \$275
- Quarter page - \$175
- Business card - \$99

**All applications are to be made on-line on the link below.
Bookings will be taken on a first in basis.**

<https://form.jotform.com/DressageNSW/trade-stand-application-2023-sydney>

Trade Stand Cost

Hire costs have increased and exhibitors have the option of selecting the set up they want. The prices below indicate the starting price for a basic marquee without floor up to maximum price which includes, hard timber floor and carpet tiles. chairs, power etc. The booking form has the pricing of available options

Site (includes power & lights)	Cost incl. GST
3m x 3m marquee	from \$990-\$1,350
3m x 6m marquee	from \$1,400-\$2,200
6m x 6m marquee	from \$2,400-\$3750
6m x 9m marquee	from \$3,300-\$5,000
6m x 12m marquee	from \$4,100-\$6,800
Own Set	
3x3 Space e.g. small marquee	\$550
Marquee /trailer/van/truck over 9-18m ²	\$660
Marquee /large trailer over 18m ²	\$770
Horse Transport - no power	
Float (1) display	\$550
Two (2) floats or large truck	\$660
Two (2) large trucks	\$770

* Marquess with adjoining trailer or vans, additional fee will apply depending on the size, e.g. \$250 for a trailer/van up to 9 sqm



Terms & Conditions

The Organising Committee reserves the right to accept and/or reject any Trade Stand application at its discretion.

- Whilst every effort will be made to accommodate requests in the trade display area, the Organising Committee will have the final say as to where trade displays are located. The committee reserves the right to change plans and/or exhibitor locations without explanation.
- Sponsors are given preference for premier locations in the trade area.

PUBLIC LIABILITY

All exhibitors must provide a current copy of their Public Liability Insurance - Certificate of Currency for no less than 20 million dollars (\$20,000,000) – this is a venue requirement. Certificates must be received along with the trade booking application.

CANCELLATION POLICY

Cancellations after 30 March will incur a 25% cancellation fee (based on the invoice value).

There will be no refunds for cancellations received after 10 April or, after items have been loaded for delivery to SIEC.

PAYMENT

- A Tax Invoice will be issued in March
- **All payments due no later than 1 April 2023.**

BUMP IN & OUT

Bump in - Set up time

Wednesday 26 April (from 9am to 5pm.)

Tuesday, 25 April is a public holiday but traders may set up on this day by arrangement.

Bump out: Saturday after 8pm or Sunday morning.

ADDITIONAL INFORMATION

Exhibitors who share marquees with other exhibitors will need to declare this on their application. An additional fee will apply to reimburse the Organisers for charges by the Sydney International Equestrian Centre.

The venue may choose to make exception for exhibitors (e.g. retail chains) who have representatives from their suppliers in attendance to assist during the event.

To be fair to other Exhibitors, displays beyond the front line of a Trade Site must not exceed 1m in width and/or 1.2m in height. It is the trader responsibility to provide the correct details and size, layout and power requirements. If the size of the set up is different to what has been booked, exhibitors will be relocated or denied the opportunity to trade.

- **Parking:** Traders will be allowed to bring vehicles into trade area at the designated bump in and out times only and must remove vehicles as quickly as possible to reduce congestion and blockages.
- Cars or other transport must not be parked in the trade area. Parking is available in either P6 or other parking areas. Please do not park along the roadways.
- **Trading hours:** Exhibitors are requested to be open from 9am to 5pm daily and remain open on Saturday evening until 8pm (or later if you prefer). Competition is due to finish around 8.30-9.00pm on Saturday evening.
- For exhibitors who have their own set up, please bring extension cords with you and a power board. For safety reasons, all leads must be off the ground or covered in a safe manner for risk management purposes. An electrician will be on site on Wednesday to assist with the set up to power etc.
- For OH&S reasons all leads must have been tested and tagged by a certified person, connecting to the power outlets. Please make sure that any leads you have connected to power have a current approved tag attached to the lead or you may be disconnected from power.
- For exhibitors that have pop up marquees or annexes you will need to bring weights to secure your stand as staking is not an option.
- **Security:** The venue has overnight security with patrols around the venue. Security for individual trade stands is the responsibility of the exhibitor and Dressage NSW and the Sydney International Equestrian Centre will not be liable for any damaged, stolen or missing goods.
- More information will be emailed out to all Exhibitors prior to the event.

