



FEI™

# SYDNEY CDI

Australia's Premier Dressage Event

**29 April – 2 May 2020**

Sydney International Equestrian Centre

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## Trade Village Application



EQUESTRIAN  
NEW SOUTH WALES



DRESSAGE  
NEW SOUTH WALES



EQUESTRIAN  
AUSTRALIA

# Trade Village information

The event starts on Wednesday, 29 April 2020 with a limited programme of the National Advanced and Intermediate II competitions and Fitness Inspection for CDI horses. The competition will be in full swing from Thursday, 30 April May to Saturday, 02 May with an evening session on Saturday. A workshop for judges, riders will be held in the Indoor Arena on Sunday, 03 May.

## Trade Village Sites

Please note that there will be a limited number of sites available for this event and priority will be given to event sponsors.

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

- 3x3, 6x3, 9x3, 6x6 & 6x9 metre structures.

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 style vans and own marquees will be positioned in the adjacent P4 park.

## 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.co/DressageNSW/2020\\_SydneyCDI\\_TradeApplication](https://form.jotform.co/DressageNSW/2020_SydneyCDI_TradeApplication)



## Trade Stand Cost

Site	Cost incl. GST
3m x 3m marquee (Includes: marquee, floor, 1 trestle table, 2 chairs, lighting & power)	\$950
3m x 6m marquee (Includes: marquee, floor, 2 trestle table, 2 chairs, lighting & power)	\$1,320
3m x 9m marquee (Includes: marquee, floor, 2 trestle table, 2 chairs, lighting & power)	\$1,800
6m x 6m marquee (Includes: marquee, floor, 2 trestle table, 2 chairs, lighting & power)	\$2,150
6m x 9m marquee (Includes: marquee, floor, 2 trestle table, 2 chairs, lighting & power)	\$3,025
<b>Own Set</b>	
3x3 Space e.g. small marquee	\$550
Marquee /trailer/truck over 18m2	\$660
Marquee /trailer 9-18m2	\$770
<b>Horse Transport - no power</b>	
Float (1) display	\$440
Two (2) floats or large truck	\$550
Two (2) large trucks	\$660

\* An additional cost applies for marquees with adjoining vans



# 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 15 March will incur a 25% cancellation fee (based on the invoice value).

There will be no refunds for cancellations received after 1 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 30 Mar 2020.**

## BUMP IN & OUT

Bump in - Set up time

Wednesday, 29 April (from 11am to 5pm).

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 10pm 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.

