



Westtech Field Days Assoc. Inc.

*Technology for the Grazing Industries and
Rural Lifestyles*

Exhibitor Information

Dates and Display Times

Westtech will be conducted between the hours of 8:00AM and 5:00PM daily on Tuesday 9th and Wednesday 10th of September, 2008. All displays must be actively manned between these hours on both days. Exhibits must therefore be erected and in place by the evening of Monday 8th and must not be dismantled before 5:00PM on Wednesday 10th. (Refer to "Conditions of Display" items 4 and 5). It is very unfair on visitors who arrive at Westtech on the second day if even a small proportion of Exhibitors start to pack up early. People travel long distances to attend Westtech, so please do the right thing by them.

VENUE

The Barcardine Showgrounds is situated on the Capricorn Highway. A town map is available separately.

SITE LAYOUT

Westtech uses a circular site layout, which we feel is a more equitable arrangement than the conventional grid pattern. Indoor display areas are also centrally located.

TYPE OF EXHIBIT AND DISPLAY CONTENT

Any manufacturer, agent, distributor or dealer may exhibit. The objective of the Westtech Field Days is to enhance the efficiency and productivity within the grazing industries of Western Queensland, as well as to improve the quality of life of remote area communities. The type and variety of equipment, product and/or technology that shall comprise an exhibit should therefore conform to one or more of the following guidelines:

1. Contribute in some way towards maintaining or improving the viability or production efficiency of extensive grazing enterprises;
2. Assist in maintaining the health and welfare of grazing animals;
3. Enhance the life style or standard of living of people in Western Queensland communities in general.
4. Be applicable in some other way to the extensive grazing industries.

EXHIBITORS WISHING TO DISPLAY ANY PRODUCT NOT CLEARLY ELIGIBLE UNDER THESE GUIDELINES MUST OBTAIN WRITTEN APPROVAL.

Although it is beyond the control of the Westtech Field Days Assoc. Inc (hereafter referred to as the Association), we strongly suggest that exhibits be attended by people with a good technical knowledge of the products on display.

CLOSING DATE FOR SITE APPLICATION

All ground space contracts should be in the hands of the Secretary by Friday 22nd of August, 2008. Although applications for space will be accepted after this date, site availability cannot be guaranteed. (Refer to "Conditions of Display" item 1).

RULES FOR GROUND SPACE ALLOCATION

1. Sponsors will receive first priority in the allocation of display sites. Major sponsors have first choice, followed by Gold, Silver and Bronze sponsors.
2. Other Exhibitors are allocated sites on a 'first in, best dressed' basis. The date that Ground Space Contracts are received by the Secretary will determine the order of site allocation. Other factors which will have an influence on site location are:
 - i) Site size required;
 - ii) Amenities required; and
 - iii) Type of display*

*(*Certain types of displays such as livestock, computers, arts and craft, Government Departments, etc may be located in specific areas.)*

3. Only those Exhibitors, who return a correctly completed ground space contract along with the site fee payment and a copy of your current public risk liability certificate on or before 22nd of August 2008, will be guaranteed a display site. Late lodgment of site applications will, however, be accepted and sites allocated depending on availability.
4. There are no fixed display site sizes. Exhibitors are free to request whatever area they actually need to accommodate their display. In some instances however, it may become necessary to limit site size, particularly in relation to indoor space, display frontage dimensions and obvious extravagance. The Association therefore reserves the right to limit site size or dimensions wherever it is considered necessary or appropriate.
5. There are a limited number of undercover sites and not all sites have power and water connections. Exhibitors requiring any of these facilities should ensure that their ground space contract is returned promptly.

Exhibitors who require undercover space and/or access to power and/or water are asked to keep their requested display area to a realistic minimum, so as to allow the maximum number of Exhibitors access to these facilities. It is the exhibitors' responsibility to meet the Workplace Health & Safety requirements, as set out in Appendix 5, for the supply of power to sites from the provided connection points.

6. The allocation of sites to Exhibitors who state on their ground space contract that they wish to be grouped together or request a specific display site location shall be dependent on site availability. Although every effort will be made to satisfy special requests of this nature, it cannot be guaranteed and will be at the discretion of the Association.
7. Interpretation of "Rules for Ground Space Allocation" shall be the sole responsibility of the Association. They shall have the power to decide any matter of question arising not provided for in these rules. The Association's decision shall be final.

EXHIBITOR REQUIREMENTS

Exhibitors are responsible for providing, erecting and removing all items necessary for their display (tables, chairs, tents, power leads, etc). (Refer to "Conditions of Display" item 3; also to "Hire Companies" section of the Prospectus). It is the responsibility of the exhibitor to make sure that their site is left clean on completion of the field days.

LIVESTOCK

Livestock will be available for display purposes subject to the following conditions. (Refer to "Conditions of Display" item 12).

- a) The animals requested must be an integral part of the display and necessary to demonstrate the mode of action of a particular item of equipment, machinery or product.
- b) The purpose for which the animals are to be used must be clearly stated on the ground space contract.
- c) No livestock other than those specifically provided or approved by the Association shall be brought onto the grounds.
- d) The type, class and number of animals requested must be specified and justified.
- e) Animals will be delivered to individual Exhibitor sites on each morning of the Field Day prior to the official opening time (8:00AM). They will then be collected at or shortly after the official closing time (5:00PM) on each day. Fresh animals will be provided each day. Once delivered to the display site the welfare of the animals will be the responsibility of the Exhibitor.
- f) Exhibitors requesting livestock must ensure that their displays are arranged in such a way as to allow easy access of a body truck for the delivery and removal of animals. Exhibitors requesting livestock for display purposes must provide adequate loading facilities (i.e. loading ramp and forcing yard arrangement).
- g) Animals will only be supplied to Exhibitors who satisfy the following welfare and safety criteria:
 - a) Provision of adequate space for animals comfort;
 - b) Provision of adequate holding facilities;
 - c) Provision of adequate shade;
 - d) Provision of adequate feed as well as access to water at all times;
 - e) Animals must be treated humanely at all times.
- i) Exhibitors not satisfying all of the above conditions/criteria will not be provided with livestock. Also, animals will be immediately removed from the site of any Exhibitor considered in breach of any of these conditions/criteria.

The Association reserves the right to interpret and/or modify the above conditions/criteria as it sees fit.

HAY

Hay bales will be available to Exhibitors from a local merchant for use on their displays.

SITE FEES

A modest scale of site fees has been set for Westech 2008.

After you have decided on your site requirements, please calculate the appropriate site fee (using the enclosed schedule) and send your payment with the completed ground space contract and current public risk liability certificate.

DISPLAY SITES WILL ONLY BE ALLOCATED ONCE THE CORRECT SITE FEE AND CURRENT PUBLIC RISK LIABILITY CERTIFICATE ARE RECEIVED.

BEST DISPLAY AWARD

An Exhibitors' "Best Display Award" will be presented at Westech 2008. Association members will judge the displays during the first day, with the winner being announced during the second day. The winner will receive a trophy as well as recognition in post-event media coverage.

SAFETY

No exhibit, demonstration or action shall be a danger to anyone. (Refer to "Conditions of Display" items 3, 9, 10, 11 and 12). Inspections will be made to check for hazardous situations and if requested, an Exhibitor must eliminate any hazard promptly and comply thoroughly with any direction given by a member of the Association. Final responsibility, however, is that of the Exhibitor to ensure public safety.

ELECTRICITY AND WATER

Power and water are not available on all sections of the display area. (Refer to item 5 of "Rules for Ground Space Allocation"). Please be reasonable and only request these amenities if they are essential for your display. Exhibitors requiring either of these amenities must supply all necessary equipment (e.g. extension leads, hoses, etc.) and meet the requirements as set out.

FOOD AND DRINKS

Any Exhibitor wishing to distribute food and drinks (including alcohol) or other refreshments from their display site must obtain prior approval from the Association. Permission will only be granted if health regulations are met and in circumstances which have little or no impact on the Westech caterers or bar operators.

EQUIPMENT HANDLING

A crane and forklifts will be available on Monday 8th to Thursday 11th September 2008. They will also be available at other times by arrangement. Please indicate your requirements on the ground space contract.

PURCHASE PICK-UP

A courtesy pick-up service will operate at Westech 2008. It will be restricted to items that can be easily lifted onto the back of a vehicle, with arrangements for larger items remaining with the purchaser and supplier. The service will operate on a ticket system. Purchased items will be delivered to the Goods Shed and can be collected by the purchaser on presentation of the appropriate ticket/s. Heavy items will only be picked up at the discretion of the parcel pick-up coordinator. There is no compulsion for purchasers or Exhibitors to use this service.

THE ASSOCIATION SHALL NOT AT ANY TIME BE HELD LIABLE OR RESPONSIBLE IN ANY WAY FOR ANY LOSS OR DAMAGE TO PROPERTY THAT MAY RESULT FROM THIS PICK-UP SERVICE.

LOADING RAMP

A loading ramp is located on the grounds for transfer of equipment delivered by road transport.

RAILWAY

The railway station is situated adjacent to the Westech display area. All facilities are available at the station for unloading heavy equipment from wagons. Private carriers are also available for transferring equipment from rail to the Field Day grounds.

ACCOMMODATION

There are a variety of accommodation alternatives available in Barcaldine as well as adjoining towns. Although motel accommodation may be difficult to obtain in Barcaldine, the hotels and Caravan Park do offer a comfortable and friendly alternative.

CAMPING

Exhibitors are welcome to camp with their displays on the WESTECH 2008 grounds. (Please indicate on your ground space contract). However, shower facilities are limited so you will need to either get up a little earlier or be prepared to wait your turn.

PARKING

Orderly parking will be available to Exhibitors in designated areas within the Westech 2008 grounds. The only vehicles which will be permitted in the display area during the 9th and 10th September between the hours of 8:00AM and 5:00PM will be those of Field Day officials and those which actually constitute a part or whole of an exhibit. **ALL OTHER VEHICLES MUST BE REMOVED FROM THE DISPLAY AREA BEFORE 8:00AM OF EACH DAY.**

SECURITY

The WESTECH display area will be patrolled by uniformed police officers after dark on Monday 8th, Tuesday 9th and Wednesday 10th. The area will also be well lit at night.

THE ASSOCIATION SHALL NOT AT ANY TIME BE HELD LIABLE OR RESPONSIBLE IN ANY WAY FOR ANY LOSS OR DAMAGE TO ANY EXHIBITOR'S PROPERTY. (Refer to "Conditions of Display" item 6).

GOVERNMENT REGULATIONS

The Association is not responsible for ensuring that exhibits comply with Government Regulations or for anything that may arise between Exhibitors and Government Departments. (Refer to "Conditions of Display" items 3, 10 and 11).

PRIVACY ACT AND PERSONAL INFORMATION

Your privacy and personal information is protected by law, however, the association reserves the right to publish your company details on the Westech Field Days web site, and to provide your company details to the Associations preferred advertising agencies.

EXHIBITORS BBQ

An Exhibitor BBQ is planned for Monday night 8th September after exhibitors have finished setting up for Westech 2008. This will be held on the Westech grounds with the idea being to allow Exhibitors to get together and discuss various aspects of mutual interest.

ADVERTISING

Special Westech 2008 advertising packages have been put together by some of the media outlets that service Western Queensland at our request. These package rates are available ONLY to Exhibitors who will be attending the Field Days.

The Queensland Country Life and Longreach Leader intend to publish preview newspaper features. The Queensland Country Life will also publish a review feature the week after Westech 2008.

7 Central and Imparja are the providers of commercial television to much of Western Queensland and are therefore able to reach a very large audience. The packages are offered for your information and assistance in deciding your advertising needs.

You are entirely free to choose your own requirements and preferred type of media outlet.

PUBLIC ADDRESS ANNOUNCEMENTS

A public address system will operate on both days of Westech 2008. Promotional announcement packages will be broadcast at no cost to Exhibitors who wish to take advantage of this offer. Provision of PA material will be the Exhibitor's responsibility. Such material must be set out neatly and concisely on the enclosed public address announcement form and returned to the Secretary before 22nd August 2008. Late announcements will be accepted providing they are legible and submitted on the enclosed form.

HIRE COMPANIES

The following companies are available to hire marquees and other display equipment to Exhibitors. It must be stressed, however, that it is up to Exhibitors to make their own arrangements direct with the hire Company - **THE WESTECH FIELD DAYS ASSOC. IS NOT IN A POSITION TO PROVIDE A HIRE SERVICE.**

TRANSPORT COMPANIES

The attached document lists some of the local transport operators that are available to assist with equipment transport needs. Westech 2008 does not have a preferred transport company. However, we would urge you to help the economy of the region by using local operators where possible.

BULL SALE

An invitational bull sale will be held on the evening of Tuesday 9th September at the saleyards adjacent to the Westech 2008 grounds.

HORSE SALE

A horse sale will be held on the morning of Tuesday 9th September in the Campdraft Arena which is situated within the Westech 2008 grounds.

PUBLIC HOLIDAY

The Westech Field Days Committee have applied for Wednesday 10th September 2008 to be declared a Public Holiday in Barcaldine.

MOBILE PHONE

Barcaldine has Telstra Next G mobile phone coverage.