



Royal Agricultural Society of NSW

Prospectus

Carnival Ride - 2020 Sydney Royal Easter Show

3 to 14 April 2020
Sydney Showground
Sydney Olympic Park
www.eastershow.com.au





Be a part of Australia's largest ticketed event

The Royal Agricultural Society of NSW (RAS) is inviting applications from businesses to operate carnival rides at the 2020 Sydney Royal Easter Show, held at Sydney Showground, Sydney Olympic Park 3-14 April 2020.

First held in 1823, the Sydney Royal Easter Show is Australia's largest annual ticketed event, attracting over 850,000 attendees on average. Revenue generated by it allows the not-for-profit RAS to invest in agricultural programs, competitions, education, youth, and rural NSW. Support for these activities promotes agricultural excellence and keeps our rural communities strong, your involvement with the Show plays an integral role in this.

The Show is a celebration of Australian culture, from our rural traditions to our modern day lifestyles, providing unique experiences for everyone. Every Easter, the country and city join together at Sydney Showground, Sydney Olympic Park, for 12 days of agricultural competitions, animal experiences, live entertainment, carnival fun, shopping and much more. Consistently ranking in the top five attractions the Sydney Royal Easter Show carnival provides arguably one of the best collections of transportable rides in the world.

If you are interested in securing space for your business, I encourage you to act now by completing the application form and returning it by Friday 18 October 2019.

BACKGROUND

The 2020 Sydney Royal Easter Show (SRES) will be held over 12 days from Friday 3 April to Tuesday 14 April.

Carnival Rides will operate in two main sites around Sydney Showground:

1. Main Carnival - Area adjacent to Australia Avenue
2. Kids' Carnival - Located on Olympic Boulevard

Sites will vary according to ride frontage, depth and height, as determined by the RAS.

Applications must include a detailed proposal covering the assessment criteria. Please ensure all information is enclosed, as incomplete applications will not be considered. The RAS will advise successful applicants in writing of the outcome of their application and confirm site allocation.

The decision of the RAS is final. The RAS does not provide any exclusivity.

This prospectus is not a contractual agreement binding on the RAS. Successful applicants will be contracted by entering into a 2020 SRES Licence. Full details of the SRES Licence will be made available to successful applicants, however, the site will not be confirmed until the terms and conditions of the Licence are agreed and the non-refundable first instalment payment is received.

Carnival Ride applications must be received by **Friday 18 October 2019**. Please return to:

Attn: Shane McGrath
Senior Manager – SRES Operations and Product Development
Royal Agricultural Society of NSW
Locked Bag 4317
SYDNEY OLYMPIC PARK NSW 2127

SITE AND OPERATIONAL REQUIREMENTS

Work, Health & Safety (WHS)

- The Licensee is required to comply with Work, Health and Safety (WHS) laws and if required under the legislation, have in place their own WHS policy and safe systems of work for their activities. All participants must consult, cooperate and participate with the RAS WHS programs and comply with all reasonable direction of the RAS WHS Management System.
- NSW WHS Legislation, Regulations and Codes of Practice require anyone in control of the workplace to identify the potential hazards of the work, to assess the risks involved to anyone including staff, visitors, or contractors and to develop controls to eliminate or minimise the risks.
- When undertaking high risk work, staff must be appropriately trained, hold the required high risk work licence and ensure it is available for inspection at all times.
- **High visibility clothing and closed toe shoes are mandatory during high risk work, bump-in and bump-out and will be strictly enforced across the site. Working at heights SWMS are mandatory for all high risk construction work.**
- All staff erecting or dismantling rides and amusements must wear appropriate personal protection equipment and keep unauthorised people away from the work area.
- All Licensees must be able to supply crowd control barriers, actively control the safety of their crowd queues and follow instruction from RAS Security in relation to crowd management.
- All requirements from Australian Standards 3533.1, 3533.2 and 3533.3 must be met.
- A current Plant Item Registration Certificate is required from an Australian state or territory regulator.
- A certificate from a competent person (an engineer, as defined by Australian Standard 3533.2) certifying that the device has been erected in accordance with all conditions relating to its erection set out in the manufacturer's guidelines is required prior to operating at the 2020 SRES.
- All statutory requirements must be met in relation to erecting, operation, maintenance and dismantling of rides and amusements including but not limited to WHS Act and Regulations, Codes of Practice, Environmental Protection Authority (EPA) Act and the requirements of the Sydney Olympic Park Authority (SOPA).
- The RAS nominates the Licensee as the occupier of the premises and in control of the workplace for the purpose of the Licence.
- SafeWork NSW Inspectors will be on site for the Licence period, as well as the RAS Carnival Consultant and RAS Safety Manager. Information can be obtained from either party.
- No-one is permitted to sleep or remain on site overnight.
- Licensees are to comply with sections 35-39 of the WHS Act in relation to notifiable incidents and agree to preserve the site by stopping the device as soon as a notifiable incident occurs.

Services

Site services such as electrical, water, waste and gas are provided by the RAS. The cost of those services is in addition to the Licence Fee. Charges for connection and equipment usage will be invoiced to the Licensee and payment of these services is required prior to the commencement of the SRES.

The Licensee will be invoiced for power consumption associated with direct connections following the SRES.

Operators must adhere to terms and conditions contained in the 2020 SRES Licence and the SRES Event Manual.

Tickets and passes

Some admission passes are included as part of the Licence Fee payable by the Licensee. If additional staff admission passes are required during the event, licensees must submit a copy of their staff roster to verify this. Please note additional passes are likely to incur a fee.

Award wages

Staff of the Licensee must be employed under the terms and conditions of the applicable Award for their activity and industry or another appropriate industrial instrument such as a registered enterprise agreement.

Environmental

Under environmental and Sydney Olympic Park Authority (SOPA) legislation (including the Environmental Protection Authority (EPA) Act, the Sydney Olympic Park Act & Regulations and the RAS Environmental Management Plan) Licensees at a minimum, are:

- Prohibited from using toxic substances or materials in packaging;
- Prohibited from disposal of waste into the stormwater system;
- Required to participate in SRES waste avoidance and minimisation by sorting waste at the source into waste streams suitable for recycling, along with educating their staff to do likewise;
- Required to comply with RAS instructions in relation to the environment including noise control;
- The RAS will provide Licensees with environmental guidelines specific to the SRES;
- Licensees are responsible for any music licences if required by APRA AMCOS or any other relevant authority;
- Required to place oil drop sheets under rides and amusement devices to prevent and control any spills that may occur from carnival rides, equipment or machinery;

Access and parking

A bump-in, bump-out and delivery pass system will be implemented. Access to Sydney Showground will be limited, and all vehicles must display a valid pass in order to gain access to the Showground. Licensees are encouraged to utilise the extensive public transport system operating during the SRES.

Illegal parking is subject to infringement. Parking on-site during the SRES is not permitted.

Special carnival ride conditions

The validity of a Licence to a successful applicant is conditional upon the operator having the following documents.

COPY REQUIRED 3RD FEBRUARY 2020
<ul style="list-style-type: none">• Valid Public and Products Liability Insurance Policy noting the Royal Agricultural Society of NSW as a named interested party to the amount of \$20 million AUD on any one claim. The insurance company must be an APRA approved insurer, see www.apra.gov.au;• Valid Workers Compensation Insurance complying with relevant legislation;• Certificate of Plant Item registration;• Risk Assessment conducted in accordance with AS/NZS ISO 31000:2009;• Staff list including Working with Children Check Clearance Number, surname and date of birth or exception classification number. Licensees will be required to add to this list leading up to as well as during the SRES as and when casual employees are engaged.
AVAILABLE TO VIEW ONSITE AT ANY TIME
<ul style="list-style-type: none">• Ride log book as per AS 3533.2 Supplement 1;• Staff training plan and manual;• Work, Health & Safety Policy;• Safe Systems of Work;• Emergency procedures, evacuation plans and wind shut down speeds;• Material Safety Data Sheets;• Weight point loads;• Harassment Policy and Equal Employment Opportunity Policy and• High risk work licenses

Licensees must not sublet, assign or grant any licence or in any way part, divide or allocate any portion of space allocated to them to any other company, sole trader or third party.

Licensees may be required to attend a pre SRES briefing as requested by the RAS and have a duty to consult with the RAS regarding any health and safety issues.

The RAS has the right to shut down any ride deemed unsafe or unfit for public use.

The Licensee must maintain the ride at all times and have appropriate staff well equipped to rectify any issues.

Scaffolding may be required for footings, entrances and steps and all rides will require quality scrimming for back-of-house areas.

Licensees must adhere to the terms contained in the SRES Event Manual available at www.eastershow.com.au

Discount Centralised Coupons

The RAS operates Discounted Centralised Coupons (DCCs).

Each ride must accept DCCs only and follow RAS directions and procedures for DCC security, operation and credit control. The Licensee:

- Is responsible for the security and safety of all DCCs whilst in its possession;
- Must follow RAS directions and procedures concerning the DCC operation.

The RAS will redeem and weigh DCCs for each ride and in accordance to such weight, will credit the Licensee. The 'average DCC daily rate' is calculated to allow for efficient weighing and redemption and is defined below.

The 'average DCC daily rate' will be established via a daily physical sample of 600 coupons selected from a random operator. This sample will be applied across each of the coupon colours and will allow for accurate bulk measurements by taking into account humidity levels. These values will then be applied to each coupon weigh to establish coupon quantities.

The operator will be issued a receipt and their account credited 75% of the RAS sale price of the coupons.

The Licensee must accept the discounting implemented by the RAS in the amounts set out in column six in relation to the DCC packs set out in column one.

Discount Centralised Coupons table

Number of coupons	Sale price	Value	Unit price	\$ discount	% discount
135*	\$ 108.00	\$ 148.50	0.800	\$ 40.50	27.27%
110**	\$ 96.00	\$ 121.00	0.873	\$ 25.00	20.66%
75	\$ 70.00	\$ 82.50	0.933	\$ 12.50	15.15%
50	\$ 50.00	\$ 55.00	1.000	\$ 5.00	9.09%
20	\$ 22.00	\$ 22.00	1.100	\$ -	0.00%
1-19	\$1.10 to \$20 .90	\$1.10 to \$20 .90	1.100	\$ -	0.00%

135* Pre SRES period only

110** Pre SRES and SRES period. This coupon sheet may also be sold onsite.

Licensees are responsible for the sorting of DCCs into each value (colour) category to assist with the weighing process. Failure to meet this requirement will result in delay of payment.

Licence Fee

- The Licence Fee will be 25% of Gross Sales Revenue or the minimum licence fee, whichever is greater.
- The minimum licence fee is represented as a minimum payment and will be determined by the ride type, size, sales history and location and will be at the discretion of the RAS.
- A deposit for 60% of the minimum licence fee will be payable on the date of execution of the Licence. All Licences must be signed and paid for by 3 February 2020. The deposit will be applied against the Licence Fee.
- **No entry is permitted to Sydney Showground unless all documentation has been received by the RAS.**
- The remaining 40% is deducted in accordance with the conditions below.

The RAS agrees to:

- Maintain a record of each Licensee setting out the cumulative balance for credits arising from transaction between itself and the Licensee
- Maintain the confidentiality of each Licensee.
- Pay the Licensee on the due dates set out below subject to paragraphs below:

Payment	Due Date
1 st	7 April 2020
2 nd	9 April 2020
3 rd	14 April 2020
4 th	21 April 2020

- "Payment" means total gross sales revenue received by RAS for DCCs less 25% gross sales revenue accumulating for the period since the previous due date.
- Payments made by electronic funds transfer (EFT) will be processed by the due date and generally will be available on the subsequent business day.
- On the 1st and 2nd due dates for payment the RAS is entitled to deduct from the amount due to the Licensee 25% of the value of the redeemed DDCs as part payment of the balance of the minimum licence fee owing. If this amount exceeds the balance of the Security Bond owing,
- On the 3rd due date for payment the RAS is entitled to deduct from the amount due to the Licensee the balance of the minimum licence fee. In the event that at the 3rd due date for payment there are insufficient funds to enable RAS to deduct the balance outstanding of the minimum licence fee, RAS is entitled to make this deduction from the payment made to the Licensee on the 4th due date for payment. If there are insufficient funds to make this deduction the Licensee is required to render a cheque in favour of the RAS for any balance of the Licence Fee owing but not recovered by the RAS as at 14 April 2020. Such amount is due and payable by the 4th due date for payment.
- All payments to the operator from the RAS will be made via Electronic Funds Transfer (EFT).

2020 CARNIVAL RIDE APPLICATION FORM

CONTACT DETAILS

Title	First Name	Surname			
Company Name		Trading As		ABN	
Street Address		Suburb		State	Postcode
Postal Address					
Telephone		Mobile		Email	

Selection Criteria: An advisory committee will review your application which will be evaluated against five elements which make up the selection criteria. Incomplete applications will not be accepted.

SELECTION CRITERIA

I. DEVICE SPECIFICATIONS AND ADMISSION RATE

Amusement device	Frontage/ Length (m)	Depth/ Width (m)	Minimum height without adult (m)	Minimum height with adult (m)	* Number of coupons required for admission
1					
2					
3					
4					
5					

* Number of coupons required for admission is the maximum number of coupons you will be permitted to request during the 2020 SRES.

2. PROMOTIONS AND SPECIAL FEATURES

The RAS will operate a number of promotions during the SRES which are described below. Your participation in the promotions and Xtreme Rider Club offer will form part of the assessment.

Promotion	Details	Participation	
		YES	NO
Wristband	On Friday 3 April, \$35 buys unlimited rides in the Kids' Carnival and Coca-Cola Carnival between 10am and 2pm.	YES	NO
Seniors' Days	On Wednesday 8 April, seniors ride free with a paying customer and on presentation of their NSW Seniors Card.	YES	NO
Kids' Day	On Tuesday 14 April two riders admitted to the ride for the price of one until 5pm	YES	NO
Xtreme Rider Club	Boasting a membership base of 19,000, the Xtreme Rider Club is designed to engage and drive sales during off-peak periods. Please detail below an offer you would like promoted as part of the Xtreme Rider Club. These offers are only available during off-peak periods (ie: not available during public holidays or weekends).	YES	NO

Please describe your offer and conditions

Amusement device	Xtreme Rider Club offer



Please detail unique and exciting features about each amusement device which may be used as part of our carnival web pages. For example, G Force, unique motion, speed, acceleration, and operating height etc.

Amusement device	Special features



XXXL



Break Dance



Cliff Hanger



No Limit

Get set for rubber legs! Spinning on the end of a huge and power-packed arm, this ride cranks up the thrills to the red line to deliver 5Gs of pulling power, which is a tight turn in an F-111.

Coupons to Ride: 15

Fast Facts:

Created by European engineers



Haunted Hotel

You can check in, but you might not be quite the same when you check out. Test yourself for the fear factor with a trip through the scariest hotel in the country.

Coupons to ride: 7

Fast Facts:

Fully scare-conditioned!
 Checking in is easy, checking out...
 Keep your room key as a souvenir



3. RISK, SAFETY, MAINTENANCE AND CROWD MANAGEMENT

1. Have there been any improvement or prohibition notices issued by the relevant Statutory Authorities relating to the amusement devices contained in this application over the last 12 months?

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2. Have there been any major incidents/hospitalisations to any persons or staff as a result of the amusement devices over the last 12 months?

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3. When was the last time your emergency evacuation procedures were practiced and how often do you practice them?

NOTE: Please include a copy of your emergency evacuation plans and procedures for all aerial rides that list time frames against procedures.

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4. Do the amusement devices detailed in this application have a Risk Management/Safety System in place which is compliant with AS/NZS ISO 31000:2009?

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5. Have the amusement devices detailed in this application been maintained and operated in accordance with the manufactures specifications?

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6. Will adequate crowd control barriers be in place during normal operations and special promotions?

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4. PRESENTATION

Please supply the following in support of your application:

- Current photo of each amusement device (minimum requirement).
- Current photo of staff uniform.

5. PREVIOUS EXPERIENCE

The RAS will review previous performance which may include financial results and assessments.

Please note

- All submissions must be legible and should not be faxed or emailed.
- Ensure all information is complete, true to the best of your knowledge and enclosed in the application, as incomplete applications will not be considered for site allocation.
- This document does not constitute an offer but is issued only to solicit proposals.
- The RAS reserves the right to reject any proposals and its decision will be final.
- The RAS is not required to enter into any correspondence regarding reasons for non-acceptance of any Expression of Interest.
- The RAS does not provide exclusivity.

By executing and lodging this application, the applicant consents to the RAS conducting a credit reference check of the applicant. Further, the RAS reserves the right to decline the application if it deems that the reference check is not acceptable.

Name of applicant

Signature of applicant

Date

Carnival Ride applications should be received by Friday 18 October 2019. Please return to:

Attn: Shane McGrath
Senior Manager – SRES Operations and Product Development
Royal Agricultural Society of NSW
Locked Bag 4317
SYDNEY OLYMPIC PARK NSW 2127

Privacy Act Statement Information provided by you pursuant to this Prospectus is used by the RAS for the primary purpose of processing, assessing and determining the occupancy of space at Sydney Showground for the Sydney Royal Easter Show. Information will be held securely by RAS. The RAS may make information available to Operational Service Providers or such other persons the RAS deems helpful in enabling the successful applicant to adhere to the Sydney Royal Easter Show Licence and perform the Permitted Use and could be made available to third parties for the purpose of promoting the RAS or RES Exhibitions, undertaking credit checks or as otherwise required by law. Information may also be retained long-term in the RAS Heritage Centre. A copy of the Privacy Policy is available at www.eastershow.com.au.

Right of Access to Information : Applicants have the right of access to and alteration of personal information containing themselves in accordance with Privacy Laws. This may be done by contacting RES Exhibitions, or by contacting the RAS Privacy Officer on 02 9704 1111 or in writing to the RAS, Locked Bag 4317, Sydney Olympic Park NSW 2127. Should there be any complaints in relation to any of the RAS' processes and policies, the complainant should contact the RAS directly on 02 9704 1111. All complaints will be dealt in accordance with the RAS Complaints Handling Procedure.

Disclaimer: The information contained in this Prospectus is gathered for the purpose of providing information to our Applicants. The information is a compilation of information provided by third parties and the RAS does not warrant its accuracy and advises that any such information may be subject to change or amendment occurring at any time and thereby making the information incorrect. If you require confirmation of any information please telephone the RAS coordinator responsible for the particular information or the RAS switchboard on 02 9704 1111