

FORM C3: Application for Sampling of Food and Beverage

Exhibitor Services | Sydney Showground

t (02) 9704 1265 : f (02) 9704 1337 : e exhibitorservices@sydneyshowground.com.au

**Please return this form along with the Exhibitor Account Form to Exhibitor Services, no less than 14 days prior to move-in of the event.
Late fees of \$100.00 may apply to Services requested within this time.**

Event Details			
Event Name:		Event Date:	
Stand Name:		Stand Number:	
Account Details			
Company:		Phone:	
First Name:		Surname:	

Sampling during the event will be accepted if the product directly relates to the Exhibitors primary business. Sampling must be in bite-size pieces or 60ml samples. Sampling application may be declined if these terms are not met.

Details of Intended Sampling:

Food or beverage products to be sampled:

Type of service method (service tools, containers, cups, tasting spoons etc):

Type of cooking method (barbeque, grill, oven etc)*:

**The use of cooking appliances onsite may incur a cost at the discretion of Sydney Showground.*

Please acknowledge your acceptance of the conditions (as outlined on Pages 2-3) by completing the information below and returning this form to Exhibitor Services. These conditions will form part of the Event Licence. The RAS also reserves the right to amend these conditions to ensure absolute compliance with its Governor's Licence

I, _____ of _____
(print name) (Company Name)

Hereby acknowledge and accept the terms and conditions outlined on Pages` 2 and 3.

Signed by:	
Position:	
Date:	

Privacy Act Statement:

Information, personal or otherwise, provided by you on this Form is to be used solely for the purpose of arranging payment and any associated activity relating to the provision of this facility. The information will remain confidential at all times except for disclosure which you have consented to or which is required by law. You may request access to your information and request that it be corrected at any time or the facility cancelled by advising the RAS Privacy Officer on 9704 1111.

FORM C3: Application for Sampling of Food and Beverage

SAMPLING GUIDELINES

All sampling of food and beverage products must have the prior approval from Sydney Showground before the commencement of the event.

Preparation, distribution, sampling and disposal of food and beverage products and by-products must comply with the general standards of health, safety, sanitation and any other specific requirements of NSW Environmental Health Department and Sydney Showground.

General safety standards that must be adhered to are as follows:

1. Samples

- a. Maximum volume of food and beverage provided must not exceed 60ml.
- b. Containers and implements used to provide food to the Exhibitors, Trade and/or Public will be used only once then disposed of.

2. Liquor Samples

- a. The RAS is the holder by a Governor's Licence. As a result the RAS must be the sole dispenser and seller of alcohol on the entire Sydney Showground site.
- b. The Sydney Showground is only permitted to licence Premises to Licensees who promote certain brands of alcohol under strict conditions. Please refer to the Alcohol Sampling Terms and Conditions for these conditions.

3. General Equipment

- a. Where eating, drinking and serving utensils and/or vessels are re-used, a double bowl sink will need to be installed. This is a NSW Health Regulation. Sydney Showground can provide sinks at a cost if required. (Sydney Showground does not provide communal washing facilities for exhibitors)
- b. Hot Water at a temperature of 77 degrees Celsius is to be provided to one of the bowls.
- c. All equipment is to be washed thoroughly and hygienically after use.

4. Personal Hygiene

- a. Take every precaution to ensure hands do not touch the food by wearing disposable gloves and/or using clean utensils.
- b. Always use disinfectant soap and hot water.
- c. Dry hands thoroughly using an air drier or disposable paper towel.

5. Hot Food Display and Temperature Control

- a. Temperature must be over 60 degrees Celsius.
- b. A Baine Marie must not be used for heating food.
- c. Use an independent thermometer to ensure correct temperature.
- d. Do not 'Top Up' display food.
- e. Food must be rotated to ensure freshness.

6. Cold Display Units and/or Fridge

- a. Temperature must be 1 degree Celsius to 5 degrees Celsius.
- b. Drink storage must be separate.
- c. Use an independent thermometer to ensure correct temperature.

7. Waste Disposal

- a. Waste must be stored and/or disposed in properly sealed containers and/or bags.
- b. Emptied Regularly

8. Storage

- a. Perishable food must be stored in refrigerated units
- b. The location of refrigerated units require the prior approval of Sydney Showground

Sampling request approvals will be confirmed prior to the Event. It is the responsibility of the Exhibitor to follow up unconfirmed requests. If you do not receive confirmation prior to Event move-in, please call Exhibitor Services on (02) 9704 1265.

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FOOD AND BEVERAGE SAMPLING – TERMS AND CONDITIONS

All sampling of food and beverage products must have the prior approval from Sydney Showground before the commencement of the event.

Preparation, distribution, sampling and disposal of food and beverage products and by-products must comply with the general standards of health, safety, sanitation and any other specific requirements of NSW Environmental Health Department and Sydney Showground (These safety standards are outlined on page 2).

ALCOHOLIC SAMPLING – TERMS AND CONDITIONS

The Royal Agricultural Society of NSW 'RAS' trading as Sydney Showground is the holder of a Governor's Licence and this licence is in respect to the entire Showground site. As a result, the RAS must be the sole dispenser and seller of alcohol at Sydney Showground. The RAS is only permitted to license Premises to Licensees who promote certain brands (etc) of alcohol under strict conditions. We list these conditions as follows:

1. The Licensee must adhere to the responsible service of alcohol standards as set out by the Liquor Administration Board and the Liquor Act. This particularly applies to the necessity of every person involved in your promotion having a Responsible Service of Alcohol (RSA) accreditation. **A copy of accreditation must be forwarded to Sydney Showground with this sampling form.**
 2. Tasting by the Public is permitted.
 3. Orders may be taken for the delivery of wine from the Licensee's Premises pursuant to the Licensee's liquor licence.
 4. It is the licensee's responsibility to ensure that they have the appropriate liquor licence to enable delivery of alcohol post event off site in response to a request for an order from the public.
 5. No sale of any alcohol is to occur whilst on the Showground under any circumstances. Credit card details may be obtained from a member of the public, however, these details must be hand written and no credit card or EFTPOS transaction is to occur whilst on site.
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