TRADE INFORMATION – 2026 COLAC SHOW

This year's Colac Annual show will be run on Saturday 7th November 2026. The Colac Annual show is a very well community supported event and attracts visitor and competitors from far and wide.

Our Aim for the Colac Show is to provide a wonderful and exciting event for all ages to enjoy.

From being a competitor in the Equestrian field, Showing & exhibiting Cattle & Sheep, Showing your Home craft skills in Cooking, Quilting, Photography and our School work section, to getting up close with the cute and unusual animals in the Animal Nursery, to talking a stroll to examine all of the wonderful food & trade sites on display, never to forget the show bags and rides, there is something for everyone at the Colac Annual Show.

Exhibitors, please read carefully the information in the Site holders Rules and Regulations, and the Trade Site Space Application Form.

If you would like to book a Trade Stand Space for the 2026 Colac Annual Show, please complete online application attach a copy of insurance cover, other relevant paperwork if applicable and relevant payments as soon as possible because sites are allocated on a first in first served basis.

*Site Fees Indoor/Outdoor will be free of charge for sites (payment required for Food Vendors & Showbag Vendors) All paperwork is to be completed and received by COB 9th October 2026 *A site fee will apply to Food & Showbag/Game Vendors*

PLEASE NOTE: Site will be confirmed via email – if relevant paperwork is submitted at time of application.

Bump in from Friday 6th November 2026 from 1pm until Saturday 1st November until 8.30am

A confirmation of your allocated site will be forwarded approximately 2 weeks prior to the Show or it may be retained and collected from the Secretary's office upon arrival if advised.

Please ensure that you have read carefully all information provided for your reference and fill out all details required and provide the relevant paperwork (including insurance cover)

I encourage you to return your application as soon as possible to secure your site and be part of our wonderful show.

HOURS OF OPERATION:

OUTDOOR **Saturday 7th November** 9.30am- 5pm, **Saturday Evening:** 5pm to 7.30pm (TBC)

INDOOR **Saturday 7th November** 9.30am- 5pm**, Saturday Evening:** 5pm to 7.30pm (TBC)

****Commercial Farm Machinery Trade sites are permitted to pack up between 4.30pm and 5.30pm ONLY.

SITE DEFINITIONS, FEES & ADDITIONAL SPACE FEES

FEES: 205.00 Site Fees – including Administration Fee (Applies only to Food & Showbag Vendors)

OURDOOR TRADE SPACE: there are powered (Limited) & unpowered sites available around the grounds. COST: $33 per meter up to a total of 12m. Minimum frontage is 3m.

Additional meter frontage can be added at an additional $16.50/m.

INDOOR TRADE SPACE (Hall Of Commerce): Powered sites (limited) & unpowered sites

Sites are a minimum of 3m x 3m
Additional space can be requested - may incur a fee
Indoor trade space is treated on a 'first in first served' basis.

FOOD VENDOR TRADE SPACE: Powered sites.
COST: $66 per meter up to a total of 8m. Minimum of 3m frontage
Additional meter frontage can be add at an additional $33/m

METERS REQUIRED: Frontage, this includes tent ropes, tow bars and drawbars. Very important to measure correctly if additional space as we may not be able to accommodate additional space on the day.

SITE HOLDER TRADE PASSES (Wristband)

Indoor – 2 Trade passes (wristbands) must be worn at all times.

Outdoor – 4 Trade passes (wristbands) must be worn at all times.

GENERAL RULES & CONDITION OF APPLICATION

SITE APPLICATION FORMS

- Must be **received by COB 11th October 2026, or until sites are all taken, to be eligible for FREE Site *excluding Food/Showbag/Game Vendors**
- Booking will only be accepted on the Societies Application Form
- Any application for space is not necessarily accepted
- Sites are allocated on 'first in first served' basis
- Sites will not be confirmed unless bond payment, insurance declaration and application form is received in full
- Allocation of space is at the discretion of the Colac & District Pastoral & Agricultural Society
- The Society reserves the right to relocate any site holder as is deems fit
- Site cancellation: If cancellation must be seven days before event.

SETUP & PACKUP TIMES

INDOOR & OUTDOOR Site holders can set up on the Friday 6th November 2026 from 1pm

If setup is required prior to this please contact the Secretary to ensure you are on the correct site as site marking may not have been completed.

FRIDAY Set-Up ENTRY – **VIA GATE 3, Clarke Street ONLY**

All trade sites must be in place by: **9.00am Saturday 7th November 2026** and are expected to remain in place until **Saturday 7th November 2026 until 7.30pm.**

PLEASE NOTE: Site holders cannot setup until all paperwork is in place and full payment is made (if applicable)

PACK UP: Site Holders - No vehicle will be permitted to move throughout grounds as of 9am Saturday 7th November 2026 until 9.30pm Saturday 7th November 2026 Pack up can be completed on Sunday 8th November 2026 from 9am – 5pm.

****Commercial/Machinery** – movement can commence on Saturday from 4.30pm to 5.30pm** - this will be under the guidance of the Colac P&A Society Committee Member.

CAMPING PRIOR TO SHOW

Exhibitors wishing to camp and/or power usage prior to the show will be charged $20 per day. This fee will be in effect up to Thursday 5th November 2026. Please make sure to notify the Secretary of your expected arrival, failure to do so will jeopardise your acceptance next year.

SECURITY

Security Guard/s are on site from Friday evening & Saturday evening. Goods (commercial stock) and personal items are the responsibility of the exhibitor, whilst the Society takes every care, we accept no responsibility of loss or damage sustained whilst on the property.

PARKING

Vehicles will be permitted onto the grounds to unload up until 9am Saturday morning. Vehicle movement will not be permitted around the grounds until Saturday evening after 9.30pm. Vendor Parking is available but fills fast so if full parking is available outside the grounds. Emergency Vehicles are exceptions.

PRODUCT LINES

Exhibitors must list all products lines/services that they wish to display or sell. Only those items listed on the Trade site Application Form will be permitted to be sold. Every effort is made to ensure that there are no exhibitors with similar product lines in the immediate vicinity. In the event that there are a number of site holders offering the same or similar products, applications will be dealt with on a first in best dressed basis and some applications may not be accepted.

BANNED ITEMS

In accordance with the Society's charter to promote a family atmosphere and entertainment, we request that site holders/exhibitors respect the spirit of the charter and refrain from selling and exhibiting items of explicit and of obscene nature or items promoting or referring to prohibited substances. The Society reserves the right to request that a site holder remove any item deemed to contravene with this condition. Items that are specifically banned in agreement with VAS Ltd and Victorian Showman's Guild are as follows:

- Fireworks or Crackers
- Explicit and Hardcore T-Shirts
- Explicit DVD's and Videos
- Fake Cigarettes
- Fuel Type Fire Lighters (Zippo)
- Iridescent Hair Spray
- Horns
- Trumpets
- Knives (including Pen Knives) – excluding appropriately packaged kitchenware sets.
- Metal and Wooden Martial Art Nun Chucker's
- Nazi Hakenkreuz (hooked cross)
- Laser Pen Lights and / or Laser Toys
- Laser Pointers
- Playing Cards (Nude or Lewd)
- Pressure Pack Fart Gas
- Pressure Pack Snow
- Pressure Pack Silly String
- Drug Related Goods (including Cocaine Kits, Bongs, etc.)
- Stink Bombs
- Water Pistols longer than 150mm
- Water Bombs
- Bomb Bags
- Fire Wallets
- Bouncing Beans

Toy Guns are acceptable however the following are NOT allowed:

- Guns that are designed to Project any form of Object or Projectile
- Pellet Guns
- Ball Bearing Guns
- Replica Guns (Bullet Type)
- Pop Downs (Throw Downs)
- 8 Shot Caps (caps only banned)
- Strip Caps (caps only banned)
- Roll Caps (caps only banned)
- Potato Guns
- Water Pistols over 1500mm (6")
- Gel Blaster Guns
- Samurai Swords, English Swords & Fencing Swords are to be sold in sealed packages by Licensed Traders ONLY

Please Note: It is the Site holder's responsibility to ensure they are compliant with the laws in regard to the sale of novelty items, including the currant Dangerous Good Act, that an illegal item is not sold at the Show. Banned or illegal items will be confiscated, the names of Sit Holders found selling banned items will be circulated to all other Societies and Police.

GENERAL REGULATIONS

- The Society will not be held liable for any loss or damage incurred by the site holder whilst on the show site.
- The site holder shall at all times comply with the directions given by the Show Secretary or Delegate whilst the site holder is at the show site,
- The provision of dividers, tables and any other display materials are the site holder's responsibility and cost.
- The use of amplifiers or loud speakers by any site holder is prohibited without prior written approval of the Society,

EXHIBITOR STALL HOLDER GUIDLINES

- Exhibitors must demonstrate a positive approach towards the public, each other and to the Colac Show.
- All goods and products sold or exhibited on the day should be of high quality and presentation. Sale prices are to be kept in a realistic and affordable range
- All cash transactions and sale of goods are the responsibility of the exhibitor
- Exhibitors must notify the Society of additional equipment being used (Eg, cool rooms, etc. and power requirements)
- Exhibitors must provide all requirements such as tagged extension leads to set up their site
- Exhibitors are permitted to provide their own signage for backdrop purposes
- The Society reserves the right to refuse entry or close down any exhibitor site that does not comply with the Exhibitor General Rules and Conditions of entry.
- Compliance: Exhibitors shall at all times comply with the direction given by the secretary or the Site Coordinator whilst the exhibitor occupies the site.

USE OF ELECTRICAL POWER

- Electrical leads and fixtures are the responsibility of the Site Holder.
- ALL electrical leads will be inspected and MUST BE safety tested and tagged with the tag current for the period of the Show.
- Power points are allocated on the 'first come first served" basis

PUBLIC & PRODUCT LIABILITY INSURANCE

- Proof (copy) of adequate public risk insurance (Min $10m) must be provided when lodging your sit application.
- Public liability insurance: Exhibitors selling or exhibiting goods of any description MUST carry public liability insurance including (but not limited to) cover for loss, damage and theft for the duration of the show. Public liability cover CANNOT be provided by the Show Society insurance under any circumstances

FOOD VENDORS

Exhibitors selling any food or beverage are required to be currently registered under the Food Act and have in place a Food Safety Program, which covers off-site events. A copy of your current Food Registration must accompany your Site Application Form.

All Food vendors must be registered with their principle Council and street trader. For further information go to Homepage - FoodTrader

Showman's Food Lines – The following food lines including: 'Dagwood Dogs, Waffles, Toffee Apples, Fairy Floss" are absolutely restricted to the Showman's Guild sales only, Vendors selling these products outside the Guild will be asked to remove them.

EMERGENCY & FIRE FIGHTING EQUIPTMENT ACCESS

No obstruction is to be placed in the way of access to Fire Extinguishers, Fire Hydrants, Hoses or Exits. At all times there must be access along all roadways for emergency vehicle

HOUSEKEEPING & CLEANING

The Exhibitor is responsible for the cleaning and condition of their site(s) during and at the close of the Show.