

READY! Expo 2025 TERMS AND CONDITIONS

Agreement between the vendor and MID WEST PORTS AUTHORITY – ABN: 73 384 989 178
Hosting 'READY! Expo' 2025

Once a stallholder submits their application, the stallholder agrees to adhere to the terms and conditions as outlined in this document. We implore you to read through the terms and conditions carefully to ensure compliance and to prevent future disappointment or disputes. If you are not clear at any point, it is your responsibility to ask. If you fail to comply with any of the below stated information and regulations, you will be required to forfeit your stall allocation or cease exhibition. Applications must be completed clearly and accurately.

DEFINITIONS

“Organiser” refers to the organiser of the READY! Expo which is Mid West Ports Authority

“Expo” refers to READY! Expo

“Stallholder” refers to any person(s) authorised to have a stall at the Expo

EVENTS DETAILS

Event Name	READY! Expo
Date	Saturday, 5 April 2025
Event Hours	9:00 AM – 2:00 PM
Locations	GYC Back Lawn Area (Tent 1, Tent 2) Geraldton Foreshore (Tent 3, Foreshore)

BUMP IN SCHEDULE

Date	Saturday, 5 April 2025
Time	7:00 AM – 9:00 AM
Vehicles	All vehicles must be offsite by 8:30 AM (unless pre-approved).

BUMP OUT SCHEDULE

Date	Saturday, 5 April 2025
Time	2:00 PM – 4:00 PM
Vehicles	Pack-down starts at 2:00 PM. No vehicle access is allowed before 2:15 PM or until the site is clear of the public. Stallholders must leave their sites clean, with all rubbish removed.

STALL OPERATION AND PRESENTATION

- Exhibitors must not engage in any illegal, obscene, offensive, dangerous, or disruptive activities that may cause harm, damage, or obstruction.
- Amplified sound equipment is prohibited without prior approval from the Organiser.
- Attaching products or signage to buildings, structures, play equipment, or vegetation requires the Organiser’s consent.
- Digging, drilling, or ground penetration is strictly prohibited without approval. ALL such activities must be authorised by the City of Greater Geraldton to prevent serious injury or electrocution.
- Vendors must not dispose of grey water on the ground; it must be directed to a designated sewerage inlet.

STALL CLOSE AND PACK UP

- Stallholders must restore their site to its original condition after the event.
- Keep the Expo area clean, tidy, and free of waste.
- Stallholders are responsible for their own rubbish, which must be removed by 4 PM Saturday. Failure to do so will result in a \$300 cleaning fee.
- Any damage to the site will be charged to the stallholder.
- There is to be no selling of food without prior arrangement as an authorised food vendor.

REGULATIONS AND INSURANCE

- All exhibitors and stallholders must have current Public and Product Liability Insurance (PPLI) with a minimum coverage of \$5 million.
- Exhibitors must hold Workers' Compensation insurance or adequate coverage for all persons under their management. READY! Expo is not responsible for any claims related to employment, compensation, injury, or loss.
- Workers' Compensation/Employers' Indemnity insurance must comply with the Workers' Compensation and Injury Management Act 1981 (WA) and include common law liability coverage of at least \$50 million per event.

SAFETY

- All staff must wear closed-toe shoes during Bump In and Bump Out. Entry will be denied to anyone wearing thongs/jandals.
- Activities must not endanger the safety or security of anyone at the Expo.
- All electrical appliances and cords must be tagged, tested, and compliant.
- Any incidents, accidents, injuries, or property damage must be reported to the Organiser immediately.

TERMS FOR FOOD/BEVERAGE VENDORS

- If you are selling food for human consumption (be it fresh or pre-packaged), you are required to complete a Notification of a Food Stall Application to the City of Greater Geraldton council (CGG). You will need to complete this prior to the event and send a copy of the approval form from CGG at least two weeks prior to the event date. See [here](#). All other information regarding the Food Stall conditions can be found [here](#);
- READY! Expo requires all food and beverage vendors to use recyclable materials for cutlery, plates, cups, etc;

PHOTOGRAPHY

- All exhibitors agree that READY! Expo may take photos and videos of stalls and traders during the event. READY! Expo can use these images and footage for marketing and promotional purposes. Exhibitors and stall holders will not receive any compensation or fees for this use.

EVENT CANCELLATION

- READY! Expo will consider event cancellation only as a last resort in circumstances beyond its control, such as severe weather, public health emergencies, or other unforeseen events. While we understand the impact this may have, Mid West Ports cannot be held responsible for any loss of trade, expired stock, wages, or additional costs incurred due to the cancellation.

Contact

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