

## Exhibitor Information Sheet

<b>NAME</b>		<b>DATE</b>
<b>TYPE OF EXHIBIT</b>		
<b>LOCATION</b>		
<b>Please provide the following information:</b>		
Have you been issued with any prohibition or improvement notices by the Occupational Safety and Health Service of the Department of Labour during the last three years?		<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
If yes, provide details		
Have you been prosecuted for any offence under the Health and Safety in Employment Act 1992 or any associated regulations in the last three years?		<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
If yes, provide details including any penalties imposed		
<b>DECLARATION</b>		
I declare that the answers given to all question are true and correct.		
<b>SIGNED</b>		<b>NAME</b>
<b>TITLE</b>		<b>DATE</b>

## **Health and Safety Standards For Exhibitors**

Rangiora Racecourse requires that all exhibitors and their employees carrying out any work at Rangiora Racecourse Grounds, meet safety standards as required by relevant legislation, Rangiora Racecourse policies, procedures and contractual requirements.

### **ARRIVAL ON SITE**

When arriving on site the exhibitor must report to THE EVENT MANAGER:(Rangiora Rotary Club (INC)

### **HEALTH AND SAFETY STANDARDS**

At all times while on the site the exhibitor must comply with the provisions of the current and relevant safety and health legislation.

At all times while on the site the exhibitor must comply with the requirements of Rangiora Racecourse safety and health standards

### **HAZARDS**

The exhibitor must notify the Event Manager of all hazards that the exhibitor will create while working on this site and the appropriate precautions that will be taken in relation to those hazards.

The hazard identification form must be completed by all exhibitors.

### **RESTRICTED AREAS**

The exhibitor may not without written authority or unless escorted by the Event manager enter restricted areas.

### **SECURITY**

The exhibitors shall be responsible for their own security while on site.

### **ACCIDENTS**

The exhibitor shall report all accidents that they are involved in while working on the site to the Event Manager as soon as possible after the accident and in all cases no later than twelve hours after the accident.

The Exhibitor shall be required to complete an Accident Investigation Report Form for all accidents reported in the above clause.

### **EMERGENCIES**

Should an emergency occur on site and you are notified by the sounding of the site emergency alarm or are advised by the Event manager, the exhibitor shall immediately proceed to the nearest evacuation assembly point and report to the emergency warden.

### **SIGNED FOR BY**

**The exhibitor**

**Print Name**

**Date**

# HAZARD IDENTIFICATION FORM

Exhibitor Name: \_\_\_\_\_

Type of Exhibit: \_\_\_\_\_

Hazard	Significant Hazard (Y/N)	Eliminate (Y/N)	Isolate / minimise (Y/N)	Minimise (Controls Required)	Monitoring Required
Examples Animal biting children	yes	no	yes	Animals contained in pens Place signs on pens	Ensure parental supervision of children
Example Child falling off farm equipment	yes	no	yes	limit access to equipment	Keep doors closed, ensure supervision