



## EXHIBITORS AND CONTRACTOR INDUCTION FORM

# ASB SHOWGROUNDS, GREENLANE

**Exhibitors and Contractors MUST adhere to the following venue rules:**

**Print and bring this form with you to the venue**

- Smoking is not permitted within the venue
- Vehicle Speed Limit is 5KPH for any vehicles operating within the venue and hazard lights must be flashing
- Specified PPE (Personal Protective Equipment) must be worn in the venue during the pack-in and pack-out stages.**
  - Hi-Viz vest (orange or yellow)**
  - Closed toed footwear is a minimum requirement during pack-in and pack-out
  - Other PPE appropriate to the risk e.g. safety footwear, safety helmet. This will be captured on the hazard board if required
- All ACCIDENTS/INCIDENTS/NEAR MISSES/SPILLS or any HAZARDS must be reported to expo staff immediately
- In the event of an emergency, you will be required to proceed immediately to the assembly point indicated on the emergency plan and hazard board
- Contractors must update the venue hazard board with any hazards they bring on site with controls
- Anybody entering this site whose actions/behavior/appearance/conduct suggests that alcohol or drugs maybe impacting on their ability to take responsibility for their own safety and that of others will be refused entry.
- Exhibitors whose staff are likely to change between the pack-in and pack-out are to ensure all staff under their control are inducted and compliant with the site rules and will have the appropriate PPE
- Failure to comply with the venue health and safety requirements may result in your removal from the site.
- By signing this induction form I agree to the venue rules listed above.**

Signed: \_\_\_\_\_

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

Company: \_\_\_\_\_

Date: \_\_\_\_\_

**Please ensure you have this completed form and have it available for collection at the induction station to ensure no delay to your entry into the venue.**

If you have any questions or concerns, please don't hesitate to contact the organiser

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