



Site No: _____

**EXHIBITOR/SITE HOLDER
INFORMATION FOR A TEMPORARY
BUILDING AND/OR STRUCTURE**



To be completed and returned with event registration

Exhibitor/Company name: _____

Site Contact Person: _____ Mobile Phone: _____

BUILDING / STRUCTURE INFORMATION

Max height _____m Length _____m x Width _____m = Total Floor Area _____m²

Building /structure type (circle one) **Pole shed / Garage / Platform / Garden shed / Tank / Silo / Other**

Other details _____

Builder/ engineer to supply and erect the building/structure for you ? (circle one option)

YES - company name/contact _____

or **NO** - intend to source and erect structure ourselves

Have you attached the designers/Engineers plans and PS1 ?

YES - Engineers name/company _____

⚡ Attach all design plans, specific foundation details to prevent wind uplift on this site, Engineers PS1, etc as you would for a standard building consent application for this building.

Or **NO** - it is a small non-engineered structure with the following method of restraint for wind uplift

Any concrete foundations to be inspected pre pour? _____

Advise approx. dates of construction / contact details _____

No. of entrances/exits from building/structure _____ Any Exit signage proposed _____

Expected maximum occupancy numbers in building/structure ? _____

Details of any proposed alarm system/ evacuation procedures etc. _____

***Exhibitor Declaration**

I will ensure the structure(s) on my site is kept safe and secure at all times and at least one fire extinguisher will be present on my site during the entire field days event.

Signed for on behalf of the exhibitor _____ Date _____

Name/position held _____

COUNCIL USE ONLY

Site No: _____

Lane: _____



Exhibitor/ Company _____

	Y	N
Structure erected /restrained OK?	<input type="checkbox"/>	<input type="checkbox"/>
Erected by hire company / builder?	<input type="checkbox"/>	<input type="checkbox"/>
Occupant numbers acceptable?	<input type="checkbox"/>	<input type="checkbox"/>
Crowd flow / obstacles OK?	<input type="checkbox"/>	<input type="checkbox"/>
Exits clear and visible?	<input type="checkbox"/>	<input type="checkbox"/>
Hazards OK? Eg. LPG cookers / heaters / BBQ / hay bales	<input type="checkbox"/>	<input type="checkbox"/>
Fire extinguisher(s) on site?	<input type="checkbox"/>	<input type="checkbox"/>
Electrical components / safety?	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

OK for public use / occupation: YES / NO - requires further attention and a revisit

Officer Signature: _____ Date: _____