

**There are 3 Ticketing Booths and 5 gates.  
Do not over commit yourselves this is for 3 days.**

### **Gates Job 2 Collecting Tickets – Managing Gates**

**You can select one or more gates - \$25 per person per hour**

#### **Gates (5):**

- There are 5 entry gates, 4 from the Gore car park and 1 from the Waimumu Car park
- 1 Person per gate checking wrist bands and taking tickets will be needed from 7am – 8:30am. After 8:30am 2 people will be needed.
- Total staff needed at peak time (8:30am-2pm) 2 people.
- Gates open 9am – 5 pm (stop charging at 3pm).
- Huts will be set up by your gates to store clothing/food and to keep extra programmes dry.
- All people checking wrist bands and collecting tickets must wear a safety vest at all times.

#### **Traffic Control:**

- Traffic coming into the Gore car park will have signs pointing them in the direction of correct parking i.e. exhibitors, trucks buses, disabled and public.
- No Exhibitor vehicles are allowed into the site after 8:45am.
- Exhibitors arriving after 9:00am will be provided with motorbikes if available to carry any equipment to their site.

#### **Admission Taking:**

**Unless falling in the Free category no wrist band, no ticket, no admission.**

#### **FREE Admission for:**

- School aged children & younger. (School ages children must show ID).
- Tertiary & polytechnic students in organised groups.
- Teachers without a pass need to pay
- Disabled person.
- Visitors from career organizations travelling as a group.

#### **Other:**

Handout Field Days programmes at Gates (free of charge)

Stop charging at 3pm, continue passing out programmes until 4:00pm

Someone from the committee will relieve you at 4:00pm.

Do not let any exhibitor's vehicles on until 5:00pm

Any persons who wish to go back to their car during the day can have their hand stamped by you at the gate. A different stamp will be given out to you each day.

**It is important to be on time to relieve others on duty.**

**It is your responsibility to provide meals/smokos and non-alcoholic drinks.**

#### **Equipment Needed:**

- Stamps for hands (supplied)
- Cell phones
- Safety Vests
- Don't forget your lunch and a hot/cold drink