



WILD DEER HUNTING GUIDING and FISHING EXPO



30-31 March 2019 • Sandown Racecourse • www.deerexpo.com.au

Exhibitor Information Guide

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KEY INFORMATION

Event Details

Sandown Racecourse 591-659 Princes Highway, Springvale Vic 3171

[Click here for Google Maps](#)

- Saturday 30 to Sunday 31 March 2019 - 9am to 4pm

Strictly no dogs or pets are permitted on the Expo site.

No vehicles will be permitted on site after 8:30am and during event hours each day of the Expo.

Exhibitors must remove their vehicles from the venue and park in the car park no later than 8:45am each day of the Expo.

Set Up/Pack Up Dates and Times

Exhibitors will have access to the event site to set up prior to Expo commencement on the following days and times.

Set up:

- Friday 29 March – 8:30am to 5:30pm
- Saturday 30 March – 7am to 8:30am
- Sunday 31 March – 8am to 8:30am

Pack up:

- Sunday 30 March - after 4pm (an announcement will be made) to 7pm
- Monday 1 April - 8:30am to 5:30pm

Expo Contacts

Contact	Phone	Email
Admin/Site Office All exhibitor and general enquiries	03 5820 3115	info@deerexpo.com.au
Susie Filleti Chief Warden/Events Manager	0416 585 205	susie.filleti@mmg.com.au
ExpoNet Hire of marquee, furniture and equipment	www.exponet.com.au Online login details will be sent to your email	
The Big Screen Company AV equipment	0409 959 266	kfleet@thebigscreencompany.com.au

Website and Social Media

To up to date or for information on general public tickets visit the Expo website and social media pages. Also we encourage exhibitors to like and share our social media pages. Please find all relevant links below:

Website: www.deerexpo.com.au
Facebook: www.facebook.com/wilddeerexpo/

RULES AND GUIDELINES

Accreditation

No FREE passes are issued and no entry is permitted without a valid pass. Number of included exhibitor accreditation was detailed in your application.

Exhibitor accreditation will be provided during bump-in at Sandown Racecourse once full payment is made. To pick up your passes and be shown your site, visit the Info Office when you arrive to set up your site.

If you require extra exhibitor accreditation you MUST purchase these from the Info Office at Sandown Racecourse. The Info office is open for business from Friday 29 March.

The cost of a two day exhibitor accreditation pass is \$15 per person.

Each day of the event you will be required to present your exhibitor accreditation to gain entry.

Advertising

Exhibitors are not permitted to hand out any advertising or promotional material in any area that is not the allocated site for the exhibitor this includes signage.

Biological Hazards

Biological hazards include bodily fluids, waste, sharps or first aid coverings. Biological hazards can cause risk to the public if the hazard is ingested, inhaled, absorbed or penetrated through the skin.

Please report any biological hazards to the Info Office so that it can be removed appropriately.

Car Parking and Vehicle Site Access

Exhibitor car parking is conveniently located in the Members car park at Sandown Racecourse and is accessible via the Princes Highway and Racecourse Drive.

No vehicles will be permitted on site after 8:30am on event days. Strictly no vehicles are permitted within exhibitor sites; this includes vehicles holding stock to sell, vehicles must be parked in the car park. Only vehicles that are part of a display will be permitted to stay on site, e.g. vehicle is for sale.

Exhibitors must remove their vehicles from the site and into the car park no later than 8:45am each day of the event.

Vehicle access to the site is via Gate 2 next to the Main Entrance.

Cool Rooms and Refrigeration Vehicles

Please ensure you have advised the Expo team in advance if you plan to bring a cool room or refrigeration vehicle as part of your catering site.

Given the site layout, cool rooms and refrigeration vehicles may need to be stored in a different back-of-house location to your designated site.

Drugs and Alcohol

No alcohol or illegal drugs may be bought onto or consumed prior to entering the Expo. Working under the influence of alcohol or drugs is strictly prohibited. Any person suspected to be under the influence of alcohol or drugs will be removed from the event. Illegal drug use will be reported to Police.

Electricity

The Expo is pleased to provide power for your site and therefore strictly no generators are to be used on site. Please ensure you have a 15 metre lead to access the power around the site.

All extension leads must be approved and tagged by a qualified professional in order to be used legally on site. Extension leads must be tagged with the owner's name.

All electrical equipment must be tested and tagged in accordance with AS3760.

All portable electrical equipment must be protected by RCD (earth-leakage protection) with a 30 milli-amp rating regardless of whether it is double insulated or not.

All extension leads must be supported at least 2.5 metres above ground, and at least 5.5 metres above a roadway.

Concession installation and festoon lighting shall comply with AS3002-1985.

Evacuation Procedure

Exhibitors shall observe the Emergency Evacuation System at Sandown Racecourse in the event of an emergency. A summary of the Emergency Evacuation System is as follows:

- The venue is equipped with an Emergency Evacuation System of alarm tones. The Emergency Evacuation System comprises two levels of alarm only
 - The first alarm is the Alert Alarm (a BEEP BEEP BEEP). No action is required of exhibitors, this advises all to be alert to possible danger
 - The second alarm is the Action Alarm (a WHOOP WHOOP WHOOP) and this advises all to take action by assembling in an orderly fashion at the nearest evacuation assembly point
- The venue is also equipped with an Emergency Evacuation Public Address System therefore listen to relevant announcements for directions

In the case of activation of a sprinkler head, thermal detector or smoke detector the Metropolitan Fire Brigade (MFB) will attend within minutes, it is essential that all exhibitors follow the directions of the Fire Wardens and/or MFB.

Firearms and Weapons

Exhibitors who are displaying firearms and/or weapons need to ensure of the following requirements:

- Items are under the immediate supervision and control of the Exhibitor or an employee of the Exhibitor including but not limited to accessing firearms and/or weapons for demonstration purposes
- Items on display are rendered temporarily inoperable by the use of nylon ties or trigger locks
- Items are secured in a manner which would prevent removal from the display by any person other than of the Exhibitor or an employee of the Exhibitor
- Ammunition is displayed under glass in a locked cabinet or other lockable container that is only accessible by the licensed ammunition collector operating the display
- Exhibitors have a valid permit as a Victorian dealer permitted to display and/or sell firearms and weapons and are able at the Event to produce the permit on demand to a member of the Victoria Police Force or Licensing & Regulation Division
- Exhibitors who are displaying firearms and/or weapons who are located outside of Victoria, will need to act through a Victorian dealer as an agent
- Comply with all requirements of the Firearms Act 1996 and the Firearms Regulations 2008
- Under liquor licensing legislation, visitors cannot be served alcohol if in possession of a firearm, therefore offer visitors who plan to eat and drink the opportunity to leave purchases at your site until they're leaving the Event

- Exhibitors must ensure purchases are sold where possible partly disassembled and in a box and/or bag to ensure visitors leave the Expo with their item packaged discreetly
- Apply for a permit via Victoria Police

Fire Safety

Do not block or obstruct aisles, roads or access points.

Do not block or obstruct access to fire exits, fire extinguishers, fire hydrants or hose reels.

Please familiarize yourself with the nearest fire appliances, fire exits and the emergency management plan.

No refueling is to be completed on site during general public access hours.

Please ensure your site is compliant with correct and maintained fire extinguishing equipment.

First Aid

All exhibitors should maintain an up to date first aid kit on site.

Event first aid is available on site from Friday 29 March until Sunday 31 March.

All serious injuries and illnesses should be reported to the Info Office.

Food Permits

All exhibitors including community groups that make, serve or sell food and drink must comply with the Food Act 1984 (Vic) by notifying or registering their food stall with [Streatrader](#).

A Streatrader Food Notification is required if a:

- Community group, club or voluntary association raising funds from a temporary marquee, van or community hall, limits the food it sells to Category 4 low risk foods (basic sausage sizzle – plain sausages with sauce on bread, uncut fruit/vegetable, jams/ honey, pre-packaged confectionary or drinks). A Statement of Trade must also be lodged at no charge, for each event.
- Community based food stall involves high risk foods. Options include annual, six-monthly or a one-off Food Registrations a fee plus an online 'Statement of Trade' at no charge, for each stall or event attended.
- Food business is operating from a van or at a temporary food stall offsite from their registered kitchen. Annual Food Registration will be required at a specified fee plus an online 'Statement of Trade' at no charge for each stall or event attended.

Exhibitors must ensure relevant permits are held and can be viewed if necessary while on the event site as representatives will ensure compliance with health regulations. If an exhibitor is found to be non-compliant the site will be shut down immediately.

Contact the Health Department for further information and assistance with online Streatrader registration and notification forms.

Food Safety

All caterers must ensure compliance with CFA regulations and maintain the appropriate fire extinguisher/s while on site. As the Expo occurs during a particular hot period of the year please refer to the 'Can I Or Can't I' brochure produced by the CFA in case of a fire danger period or a total fire ban day

Forklifting

Forklifts are available to exhibitors and bookings for the forklift service MUST be made prior to Monday 25 March via email to: info@deerexpo.com.au. Please place 'Forklift Booking' in your email subject line.

Alternatively, bookings can be made at the Expo via the Info Office however priority will be made to those who have made prior bookings via email.

Hazardous Chemicals, Gases and Dangerous Goods

Storage and use of hazardous chemicals, gases or dangerous goods must be in accordance with statutory requirements, including the Code of Practice for the Safe Use of LP Gas at Public Events in Victoria.

No flammable or combustible liquids shall be stored on site without prior consent from the event organisers. Where consent is given, such storage shall be required to be stored in accordance with the requirements of the Dangerous Goods and Hazardous Substances Regulations. Hazchem and warning signage must be displayed by the chemical user.

Any exhibitor intending on using gas must complete an ESV Gas Safety Checklist.

Cylinders must be restrained and secured in an upright position to prevent from tipping over. Cylinders must be stored in a well ventilated area, in a vertical position and be inaccessible to the public. Cylinders must be stored away from any potential fire hazards or ignition sources.

Caterers using gas must display compliance plates on the mobile catering vehicle or relocatable kitchen. If compliance plates are not fitted, event organisers reserve the right to remove the caterer from the event.

It is recommended that dry chemical fire extinguishers, type 2A60B(E), be available for use on LPG fires.

Energy Safe Victoria maybe be on site throughout the event to check exhibitor compliance. If you are using gas, please ensure a current certificate of compliance and the test date are attached to the cylinder.

Event organisers will remove any exhibitor who fails to complete the ESV Gas Safety Checklist, makes a false declaration or knowingly uses an unsafe gas installation.

Height Work

Any potential working at height hazard that may result in injury requires assessment. A risk management plan should be completed to eliminate risks and identify control methods.

Any personnel involved in height work must be appropriately trained in the procedure, including hazard identification and control measures.

High Visibility Clothing

High visibility clothing must be worn by all personnel during the bump in and bump out period of the event. Please ensure you have a high visibility vest or similar for this period.

High visibility clothing should also be worn when working near moving vehicles, operational plant, loading ramps and when height work is carried out.

Hot Surfaces and Liquids

Hot surfaces and liquids must not be accessible to the general public.

Personnel working with hot surfaces or liquids should have undergone suitable training and know how to dispose of hot liquids appropriately.

Incident Reporting

If you witness or are involved in an incident resulting in injury, property damage or a near miss please report it to the Info Office.

Inspection of Contents of Vehicles

Wild Deer Hunting, Guiding & Fishing Expo reserves the right to inspect any vehicle that is entering or leaving the site.

Insurance

All exhibitors are required to have current Public Liability Insurance for the sum of Twenty Million Dollars (\$20,000,000.00). A copy of your certificate of currency must be submitted prior to the Expo.

Event organisers reserve the right to refuse access to the event site if a copy of Public Liability Insurance is not provided.

A copy of your certificate of currency must be sent to info@deerexpo.com.au prior to 11 March 2019.

LPG

Any gas cylinders stored or used on the event site must be restrained and secured in an upright position and be within the test date. Gas cylinders must only be used in accordance with the requirements of the Gas Fitting Act and where required such installation will be made by an approved gas fitter.

Marquees, Furniture and Equipment

All exhibitors are responsible to make their own arrangements regarding the hire of marquees, tables, chairs etc.

The Expo's supplier is Exponet who will be in contact with online login details for you to utilise should you choose to hire from them.

It is recommended to hire all marquees via the Expo's supplier as all marquees at the Expo must comply with the Occupancy Permit (POPE) for the event which is issued by the City of Greater Dandenong.

Extract from the POPE relating to temporary marquees:

For marquees equal to or less than 36m²:

Design Certification:

Provide a VBA Occupancy Permit where one exists for a larger marquee and is the same marquee with fewer bays/modules, OR; Comply with Appendix A anchorage details as contained within the data sheets prepared by Meyer Consulting Pty Ltd dated 28/11/16, JAN 17 & any revisions thereof, OR provide a 'Certificate of Compliance - Design' for the hold down/anchorage by a RBP in the category of Civil Engineer with a full set of drawings & computations for the marquee.

Inspection Certification:

After erection obtain and provide a 'Certificate of Compliance – Inspection' by a RBP in the category of Civil Engineer, Building Surveyor, Erector or Supervisor of Temporary Structures Class 2 (V2).

(Note: It is acceptable in this case to obtain one certificate to cover multiple structures.

For marquees from 37m² to 100m²:

Design Certification:

Provide a VBA Occupancy Permit where one exists for a larger marquee and is the same marquee with fewer bays/modules, OR; Comply with Appendix A anchorage details as contained within the data sheets prepared by Meyer Consulting Pty Ltd dated 28/11/16, JAN 17 & any revisions thereof, OR provide a 'Certificate of Compliance - Design' for the hold down/anchorage by a RBP in the category of Civil Engineer with a full set of drawings & computations for the marquee. 7

Inspection Certification:

After erection obtain and provide a 'Certificate of Compliance – Inspection' by a RBP in the category of Civil Engineer, Building Surveyor, Erector or Supervisor of Temporary Structures Class 2 (V2).

(Note: It is acceptable in this case to obtain one certificate to cover multiple structures).

Motor Car Traders Act

As per section 25 of the Motor Car Traders Act, a current copy of the Motor Car Traders License for each individual dealer must be on display during the event.

Noise

OHS Regulations contain specific requirements for the control of noise that is above the exposure standard.

Personnel should ensure that hearing protection is worn. When selecting hearing protection the following considerations should be taken in to account; the nature of the noise, noise levels and the duration of the noise.

Personal Protective Equipment

Personal Protective Equipment (PPE) should be worn where appropriate to minimize the risk of falls, injury or damage to the face, feet, respiratory tract, head, hands, eyes or ears.

Do not use contaminated or damaged PPE.

Pets

Strictly no dogs or pets are permitted on the event site this includes the setup and pack up period; exceptions are provided for service dogs.

Security and the event organisers have the right to remove any exhibitor who is found to have a dog or pet on the event site.

Public Address System

The public address system is not available for exhibitor announcements and any announcements made is at the discretion for the event organisers.

Security

The organisers shall not be held liable for any loss or damage to the exhibitor's property whilst on the site.

Security is retained to secure and patrol the site from Friday 29 March at 7am until Monday 1 April at 9:30am this includes overnight.

Security and emergency services are available on site throughout the event opening hours. Any security breaches are required to be reported to the Info Office.

The general public is requested to vacate the event site by 4:00pm each day of the Expo.

Exhibitors and associated personnel are required to vacate the event site by 6:00pm between Saturday 30 March and Sunday 31 March.

Security and event organisers have the right to remove any person/s who does not comply with the Exhibitor Terms and Conditions and Conditions of Entry to the Expo. These can be found on the Expo website.

Shared Exhibits

Where an exhibitor has an additional firm or company present on their site that are not a part of their usual business or that trade independently a site sharing fee of \$200 (inc GST) must be paid for each firm or company sharing the site.

Failure to disclose site sharing information will result in the exhibitor being charged the full site fee, or the sharing firm or company being removed from the event.

Signage

A-Frame or any other signage is not permitted in any circumstances on roads, entrances, aisles or attached to walls, marquees and other buildings. All signage must be within the confines of the boundaries of the exhibitor's allocated site.

Any signage found to be placed outside of the boundaries of the site will be removed immediately and disposed of. Any loss or damage of signage will be at the Exhibitors own expense.

Site Boundary

All exhibitors must confine their displays, equipment and vehicles within the boundaries of their allocated site; this is inclusive of tent pegs.

In the interest of public safety, the event organisers reserve the right to remove all items outside of the site boundaries.

Site Inclusions

As part of the site fee, exhibitors will receive their allocated square meterage, exhibitor passes, access to power and forklifts.

Sites allocated in the Multipurpose Room which is indoors, will be separated with partitioning. If you do not want partitioning please ensure you let us know at info@deerexpo.com.au.

Sites allocated in the Betting Ring which is undercover, will be separated with temporary fencing wrapped in black shade cloth.

Sites allocated on the Rear Lawn which is outside, will not be separated with dividers. Please refer to the line markings on the grass to understand your site boundaries.

Slips, Trips and Falls

It is easy to eliminate slips, trips and falls hazards on the event site.

Please ensure your site is free of potential hazards. This includes; loose cords, uneven surfaces, wet areas, rubbish or poor lighting.

If you notice a hazard during the event please report it to the Info Office.

Smoking

Given recent changes to Victoria's Tobacco Act, smoking and the use of tobacco and/or e-cigarette products within 10 metres of a food/drink stalls and vendors. Also there's strictly no smoking within any buildings.

Waste Disposal

A free waste collection service is provided for exhibitor convenience for the bump in. Please leave your waste at the front of your site on Thursday COB for collection.

Please assist by separating recyclables and general waste.

During the event and for pack up, please use the bins located around the site for any rubbish.

APPENDIX

- Marquees, Furniture & Equipment
- Venue Safety Induction

GENERAL NOTES

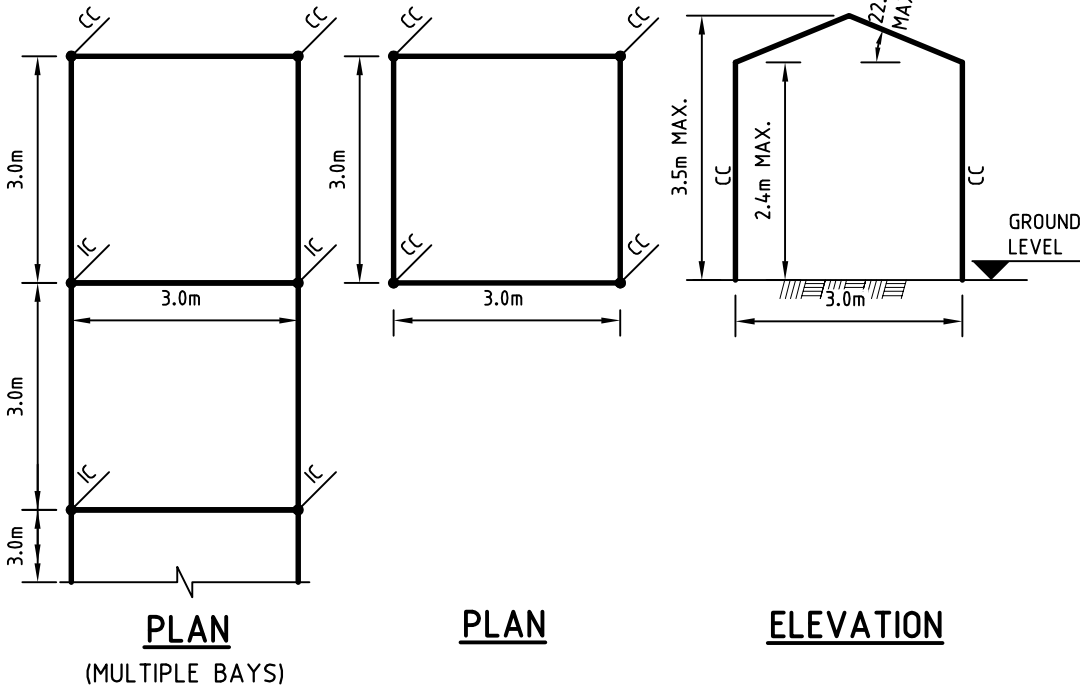
1. THE STRUCTURE MUST BE ERECTED AT GROUND LEVEL AND NOT ATTACHED TO ANOTHER STRUCTURE.
2. THE REQUIRED ANCHORING FOR TEMPORARY STRUCTURES SHALL BE DETERMINED USING THE FOLLOWING EXAMPLES OUTLINED/DEPICTED BASED ON THE MAXIMUM SITE WIND SPEED FOR THE TERRAIN CATEGORY LOCATION.
3. THE STRUCTURE SHALL BE ANCHORED USING WEIGHTS TO ACHIEVE THE MINIMUM HOLDING DOWN WEIGHT SPECIFIED.
4. IF THE FORECAST WIND SPEED FOR THE SITE LOCATION IS TO EXCEED THE HOLDING DOWN WIND SPEED (i.e. 60km/h OR 80km/h) THE STRUCTURE SHALL NOT BE OCCUPIED. IF ALREADY OCCUPIED AND THE WIND SPEED EXCEEDS HOLDING DOWN WIND SPEED (i.e. 60km/h OR 80km/h) THE STRUCTURE SHALL BE IMMEDIATELY EVACUATED AND MADE SAFE IN TERMS OF UPLIFT.
5. TERRAIN CATEGORY DEFINITIONS -
CATEGORY 2 : WATER SURFACES, OPEN TERRAIN, GRASSLAND WITH FEW, WELL SCATTERED OBSTRUCTIONS HAVING HEIGHTS GENERALLY FROM 1.5m TO 10m.
CATEGORY 3 : TERRAIN WITH NUMEROUS CLOSELY SPACED OBSTRUCTIONS 3m TO 5m HIGH SUCH AS AREAS OF SUBURBAN HOUSING.
6. PLEASE NOTE THIS DOCUMENT HAS BEEN PREPARED IN ACCORDANCE WITH AS/NZ 1170.2-2011 THE MINIMUM ULTIMATE WIND SPEED OF 30m/s IS TO BE USED FOR DESIGN OF HOLD DOWN WEIGHTS FOR STRUCTURES.
7. ENSURE ADEQUATE ROOF & WALL BRACING FOR THE STRUCTURE IS PROVIDED.
8. THESE NOTES MAY BE CHANGED FROM TIME TO TIME WITHOUT NOTICE.

ISSUED

20.02.2017

MARQUEE

(ALL SIDES OPEN OR 1 SIDE OPEN)



CC - DENOTES CORNER COLUMN
IC - DENOTES INTERNAL COLUMN

WEIGHT FOR TC3 :

CC COLUMNS ON
3.0m x 3.0m GRID -
150kg PER COLUMN (80km/h)
120kg PER COLUMN (60km/h)

WEIGHT FOR TC2 :

CC COLUMNS ON
3.0m x 3.0m GRID -
180kg PER COLUMN (80km/h)
150kg PER COLUMN (60km/h)

WEIGHT FOR TC3 :

(MULTIPLE 3.0m x 3.0m)

CC COLUMNS -
150kg PER COLUMN (80km/h)
120kg PER COLUMN (60km/h)

IC COLUMNS -
300kg PER COLUMN (80km/h)
240kg PER COLUMN (60km/h)

WEIGHT FOR TC2 :

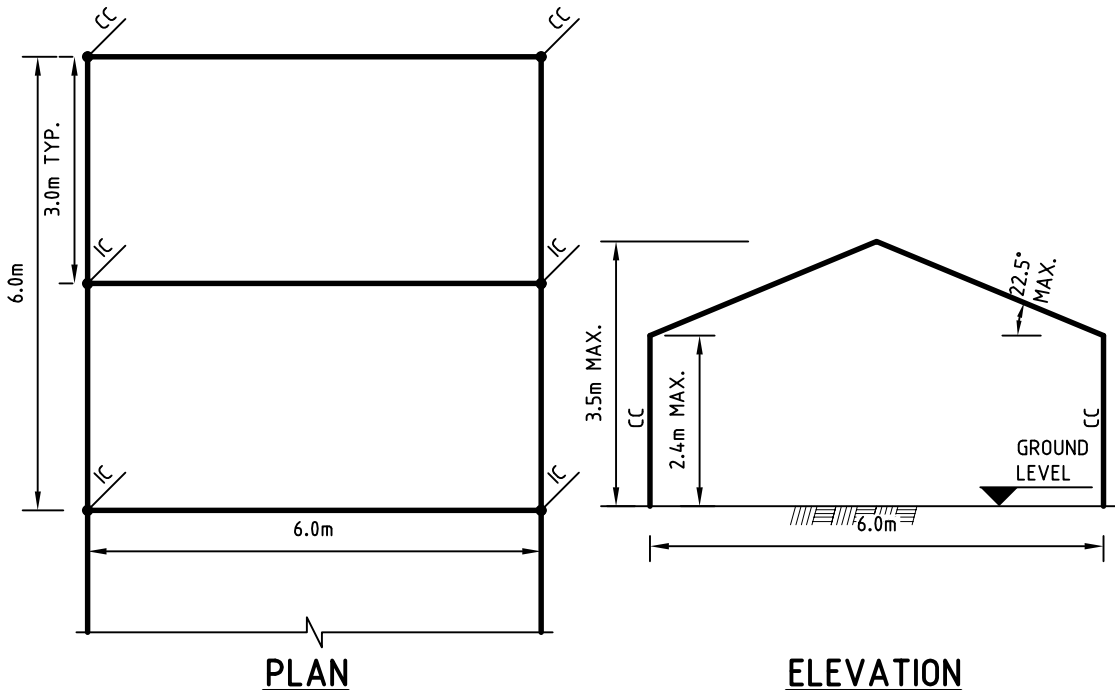
(MULTIPLE 3.0m x 3.0m)

CC COLUMNS -
180kg PER COLUMN (80km/h)
140kg PER COLUMN (60km/h)

IC COLUMNS -
360kg PER COLUMN (80km/h)
280kg PER COLUMN (60km/h)

MARQUEE

(MULTIPLE BAYS & ALL SIDES OPEN OR 1 SIDE OPEN)



CC - DENOTES CORNER COLUMN
IC - DENOTES INTERNAL COLUMN

WEIGHT FOR TC3 :

CC COLUMNS ON
6.0m x 6.0m GRID -
300kg PER COLUMN (80km/h)
240kg PER COLUMN (60km/h)

IC COLUMNS -
600kg PER COLUMN (80 km/h)
480 kg PER COLUMN (60km/h)

WEIGHT FOR TC2 :

CC COLUMNS ON
6.0m x 6.0m GRID -
360kg PER COLUMN (80km/h)
288kg PER COLUMN (60km/h)

IC COLUMNS -
720kg PER COLUMN (80 km/h)
576 kg PER COLUMN (60km/h)

DISCLAIMER :

THE INFORMATION CONTAINED IN THE DATA SHEET MAY BE CHANGED FROM TIME TO TIME WITHOUT NOTICE.

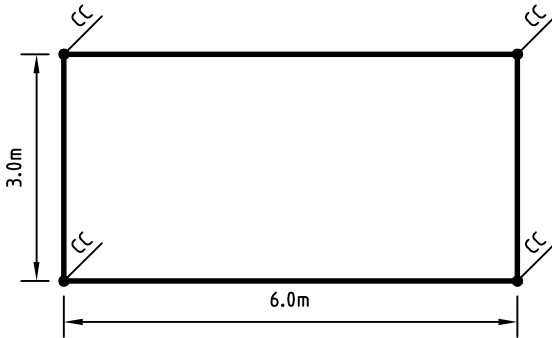
1. REFER TO NOTES SHEET FOR REQUIREMENTS.
2. STRUCTURE MUST STAY ERECTED FOR 7 DAYS ONLY.
3. TERRAIN CATEGORY MULTIPLIERS $M_d=1.0$, $M_t=1.0$ & $M_s=0.9$ HAVE BEEN USED FOR DESIGN.
4. TEMPORARY STRUCTURE MULTIPLIER = 0.75
5. ROOF PITCH OF 22.5° USED FOR DESIGN.
6. EVACUATION WIND SPEED - 60km/h OR 80km/h (REFER STRUCTURE TYPE)
7. THIS DATA SHEET IS ONLY TO BE USED BY THE MELBOURNE RACING CLUB & CARAVAN AND CAMPING SHOW.

ISSUED

20.02.2017

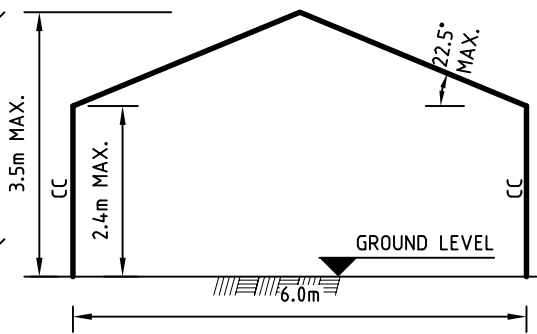
MARQUEE

(ALL SIDES OPEN OR ONE SIDE OPEN)



PLAN

CC - DENOTES CORNER COLUMN



ELEVATION

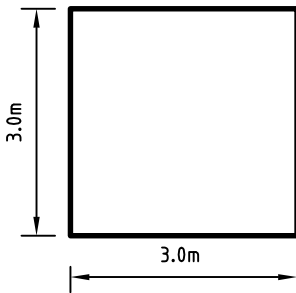
WEIGHT FOR TC3 :

CC COLUMNS ON
6.0m x 3.0m GRID -
300kg PER COLUMN (80km/h)
240kg PER COLUMN (60km/h)

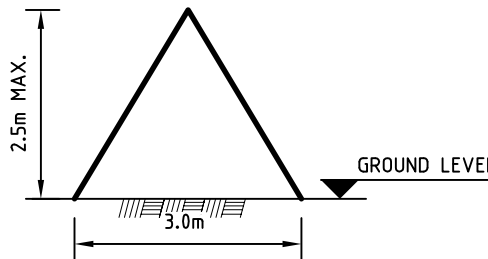
WEIGHT FOR TC2 :

CC COLUMNS ON
6.0m x 3.0m GRID -
360kg PER COLUMN (80km/h)
288kg PER COLUMN (60km/h)

TENT



PLAN



ELEVATION

WEIGHT FOR TC3 :

AT EACH CORNER - 150kg
OR ONE 600 MIN. LONG
DRIVEN TENT PEG WITH THE
SAME CAPACITY (80km/h)

AT EACH CORNER - 120kg
OR ONE 600 MIN. LONG
DRIVEN TENT PEG WITH THE
SAME CAPACITY (60km/h)

AT EACH CORNER - 50kg
OR ONE 300/600 MIN. LONG
DRIVEN TENT PEG WITH THE
SAME CAPACITY (35km/h)

WEIGHT FOR TC2 :

AT EACH CORNER - 180kg
OR ONE 600 MIN. LONG
DRIVEN TENT PEG WITH THE
SAME CAPACITY (80km/h)

AT EACH CORNER - 144kg
OR ONE 600 MIN. LONG
DRIVEN TENT PEG WITH THE
SAME CAPACITY (60km/h)

AT EACH CORNER - 70kg
OR ONE 300/600 MIN. LONG
DRIVEN TENT PEG WITH THE
SAME CAPACITY (35km/h)

DISCLAIMER :

THE INFORMATION CONTAINED IN THE DATA SHEET MAY BE
CHANGED FROM TIME TO TIME WITHOUT NOTICE.

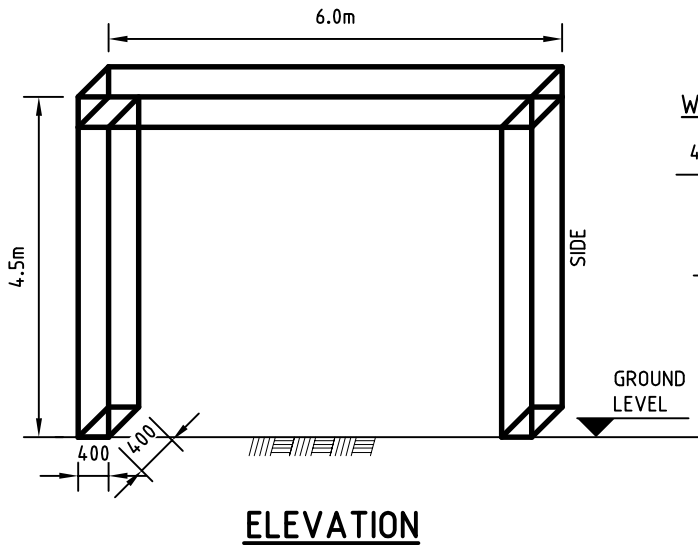
1. REFER TO NOTES SHEET FOR REQUIREMENTS.
2. STRUCTURE MUST STAY ERECTED FOR 7 DAYS ONLY.
3. TERRAIN CATEGORY MULTIPLIERS $M_d=1.0$, $M_t=1.0$ & $M_s=0.9$ HAVE BEEN USED FOR DESIGN.
4. TEMPORARY STRUCTURE MULTIPLIER = 0.75
5. ROOF PITCH OF 22.5° USED FOR DESIGN.
6. EVACUATION WIND SPEED - 60km/h OR 80km/h (REFER STRUCTURE TYPE)
7. THIS DATA SHEET IS ONLY TO BE USED BY THE MELBOURNE RACING CLUB & CARAVAN AND CAMPING SHOW.

ISSUED

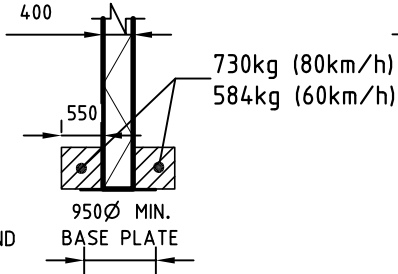
20.02.2017

OPEN TRUSS TYPE

(ALL SIDES OPEN)

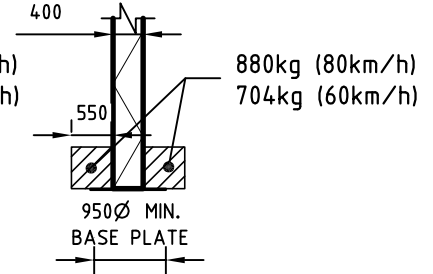


WEIGHT FOR TC3 :



SIDE VIEW

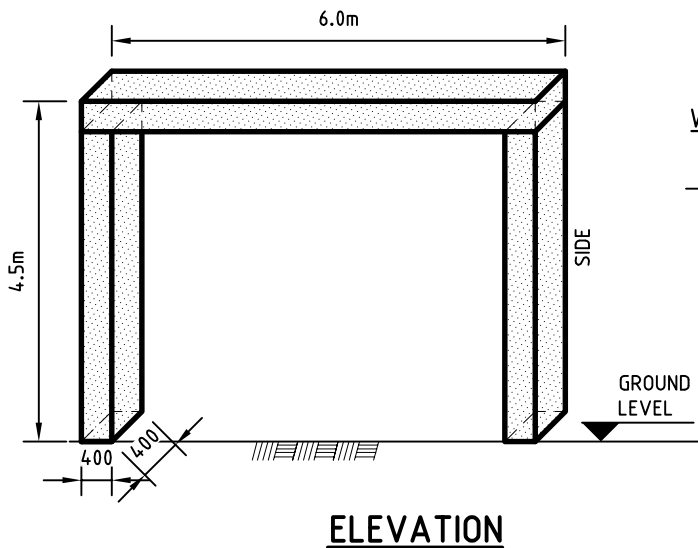
WEIGHT FOR TC2 :



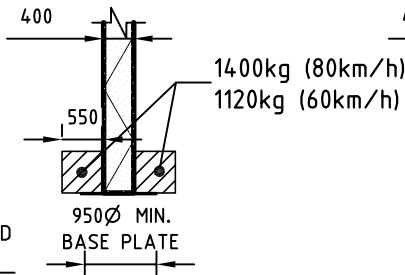
SIDE VIEW

CLAD TRUSS TYPE

(TRUSS CLAD ALL SIDES)

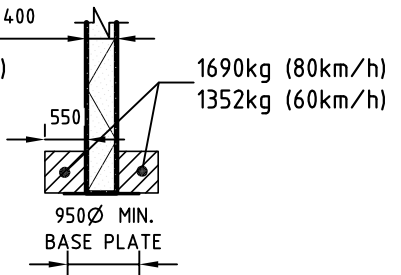


WEIGHT FOR TC3 :



SIDE VIEW

WEIGHT FOR TC2 :



SIDE VIEW

DISCLAIMER :

THE INFORMATION CONTAINED IN THE DATA SHEET MAY BE CHANGED FROM TIME TO TIME WITHOUT NOTICE.

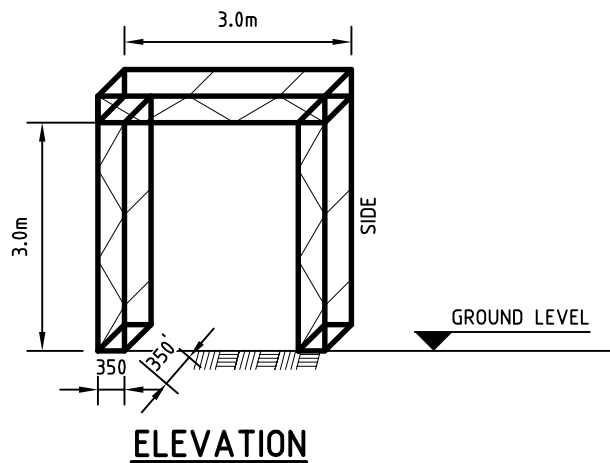
1. REFER TO NOTES SHEET FOR REQUIREMENTS.
2. STRUCTURE MUST STAY ERECTED FOR 7 DAYS ONLY.
3. TERRAIN CATEGORY MULTIPLIERS $M_d=1.0$, $M_t=1.0$ & $M_s=0.9$ HAVE BEEN USED FOR DESIGN.
4. TEMPORARY STRUCTURE MULTIPLIER = 0.75
5. ROOF PITCH OF 22.5° USED FOR DESIGN.
6. EVACUATION WIND SPEED - 60km/h OR 80km/h (REFER STRUCTURE TYPE)
7. THIS DATA SHEET IS ONLY TO BE USED BY THE MELBOURNE RACING CLUB & CARAVAN AND CAMPING SHOW.

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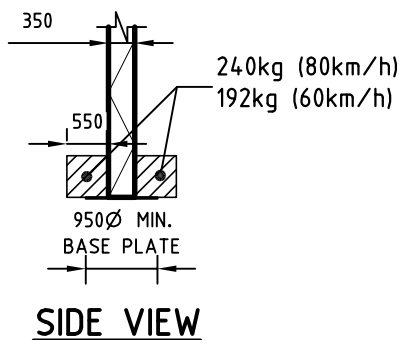
20.02.2017

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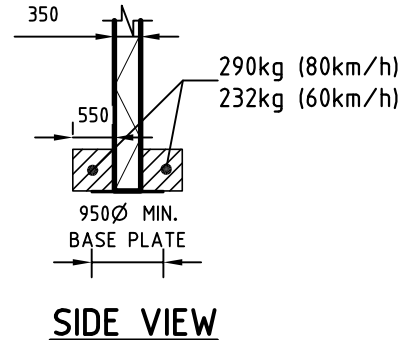
(ALL SIDES OPEN)



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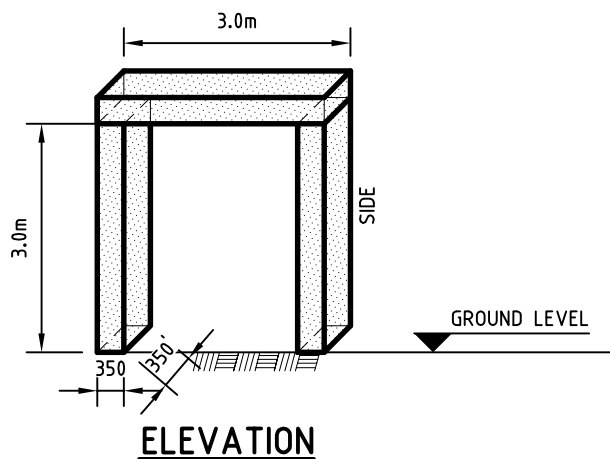


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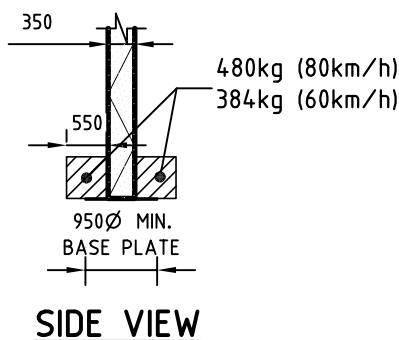


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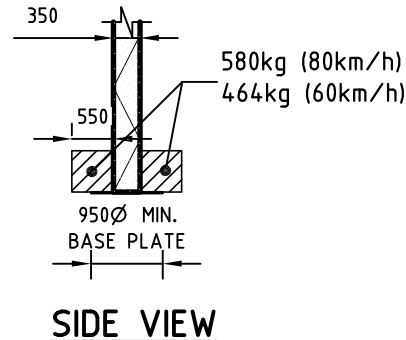
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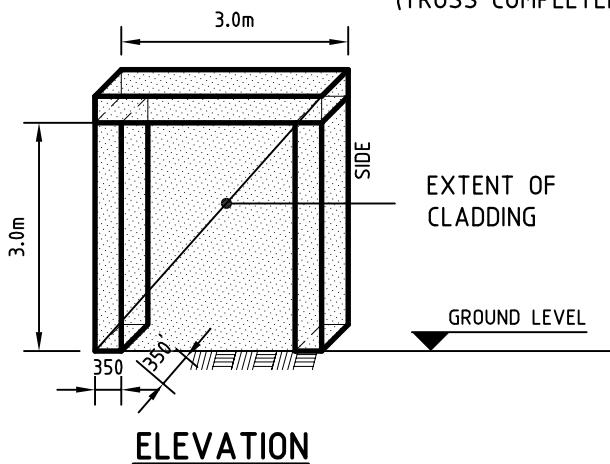


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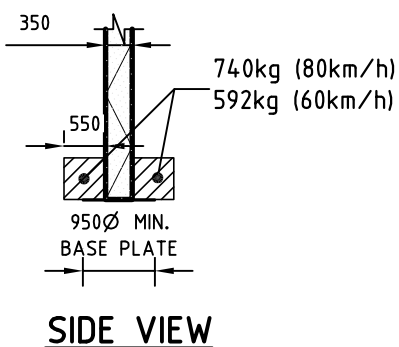


COMPLETELY CLAD TRUSS TYPE

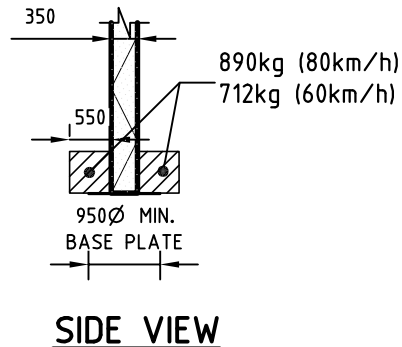
(TRUSS COMPLETELY CLAD BOTH SIDES OR ONE SIDE)



WEIGHT FOR TC3 :



WEIGHT FOR TC2 :



DISCLAIMER :

THE INFORMATION CONTAINED IN THE DATA SHEET MAY BE CHANGED FROM TIME TO TIME WITHOUT NOTICE.

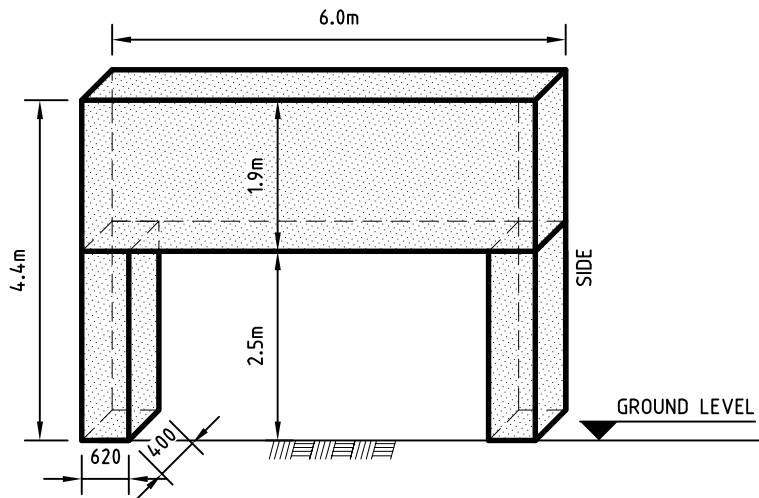
1. REFER TO NOTES SHEET FOR REQUIREMENTS.
2. STRUCTURE MUST STAY ERECTED FOR 7 DAYS ONLY.
3. TERRAIN CATEGORY MULTIPLIERS $M_d=1.0$, $M_t=1.0$ & $M_s=0.9$ HAVE BEEN USED FOR DESIGN.
4. TEMPORARY STRUCTURE MULTIPLIER = 0.75
5. ROOF PITCH OF 22.5° USED FOR DESIGN.
6. EVACUATION WIND SPEED - 60km/h OR 80km/h (REFER STRUCTURE TYPE)
7. THIS DATA SHEET IS ONLY TO BE USED BY THE MELBOURNE RACING CLUB & CARAVAN AND CAMPING SHOW.

ISSUED

20.02.2017

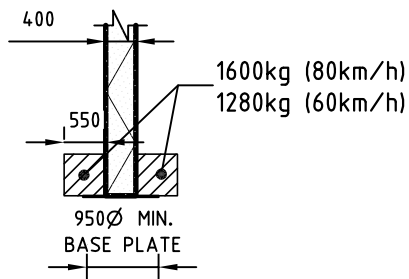
CLAD TRUSS TYPE

(TRUSS CLAD ALL SIDES)



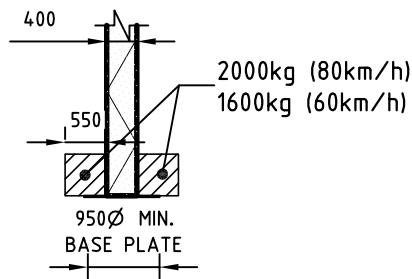
ELEVATION

WEIGHT FOR TC3 :



SIDE VIEW

WEIGHT FOR TC2 :



SIDE VIEW

ISSUED

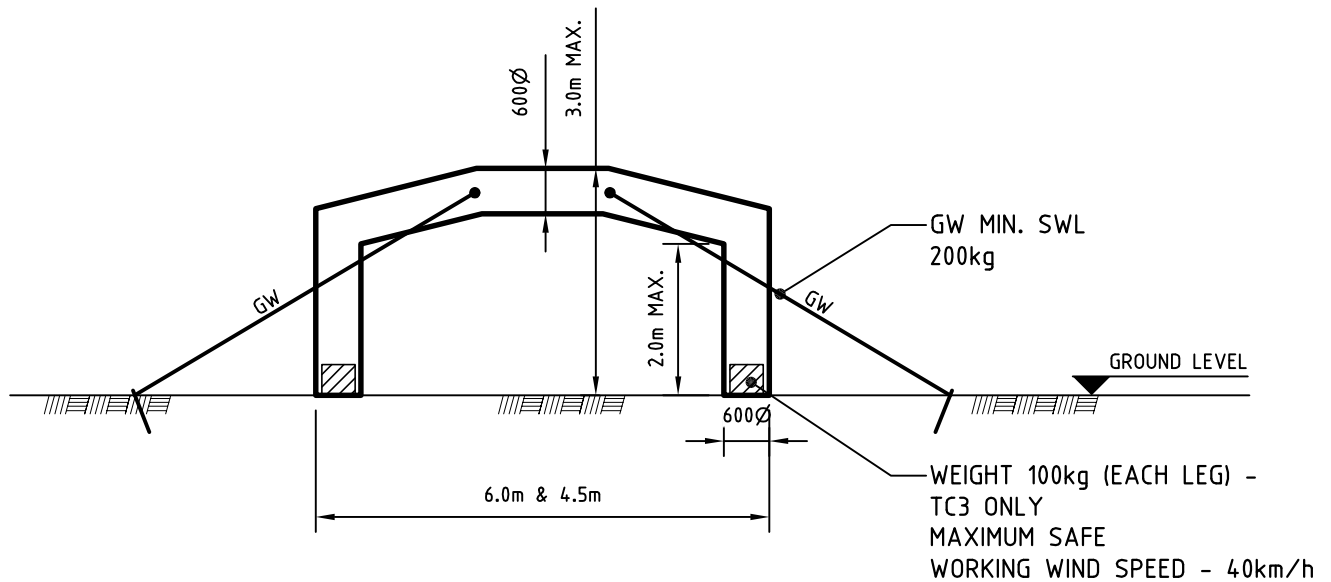
20.02.2017

DISCLAIMER :

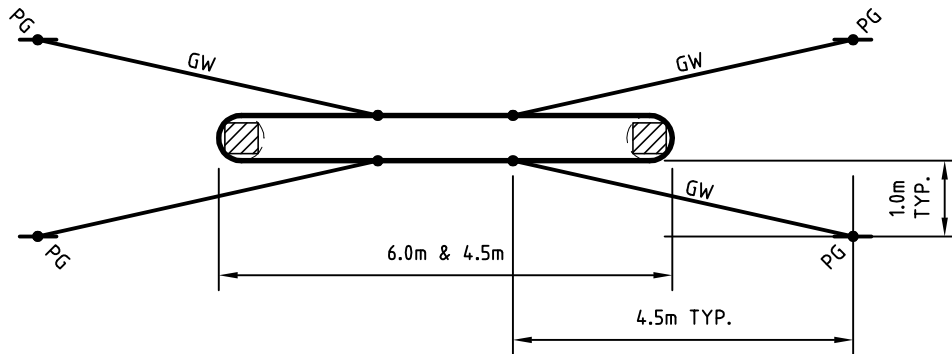
THE INFORMATION CONTAINED IN THE DATA SHEET MAY BE CHANGED FROM TIME TO TIME WITHOUT NOTICE.

1. REFER TO NOTES SHEET FOR REQUIREMENTS.
2. STRUCTURE MUST STAY ERECTED FOR 7 DAYS ONLY.
3. TERRAIN CATEGORY MULTIPLIERS $M_d=1.0$, $M_t=1.0$ & $M_s=0.9$ HAVE BEEN USED FOR DESIGN.
4. TEMPORARY STRUCTURE MULTIPLIER = 0.75
5. ROOF PITCH OF 22.5° USED FOR DESIGN.
6. EVACUATION WIND SPEED - 60km/h OR 80km/h (REFER STRUCTURE TYPE)
7. THIS DATA SHEET IS ONLY TO BE USED BY THE MELBOURNE RACING CLUB & CARAVAN AND CAMPING SHOW.

INFLATABLE ARCH



ELEVATION



PLAN

GW DENOTES GUY WIRE
PG DENOTES TENT PEG
WITH WITHDRAWAL LOAD 350kg
OR APPROVED EQUIVALENT.

DISCLAIMER :

THE INFORMATION CONTAINED IN THE DATA SHEET MAY BE CHANGED FROM TIME TO TIME WITHOUT NOTICE.

1. REFER TO NOTES SHEET FOR REQUIREMENTS.
2. STRUCTURE MUST STAY ERECTED FOR 7 DAYS ONLY.
3. TERRAIN CATEGORY MULTIPLIERS $M_d=1.0$, $M_t=1.0$ & $M_s=0.9$ HAVE BEEN USED FOR DESIGN.
4. TEMPORARY STRUCTURE MULTIPLIER = 0.75
5. ROOF PITCH OF 22.5° USED FOR DESIGN.
6. EVACUATION WIND SPEED - 40km/h (REFER STRUCTURE TYPE)
7. THIS DATA SHEET IS ONLY TO BE USED BY THE MELBOURNE RACING CLUB & CARAVAN AND CAMPING SHOW.

ISSUED

20.02.2017

Appendix:
Venue Safety Induction

SAFETY INDUCTION PACK

SAFETY POLICY

At the **Melbourne Racing Club, Pegasus Leisure Group** and **Gontran Cherrier** we have a responsibility to take care of our employees, contractors, members, patrons, visitors, friends & the local community within the area of our operations.

Primarily a Race Club, Event Centre and Entertainment Venue, we recognise that our employees are required to work and operate in a diverse range of environments that can present varied levels of risk. Our multisite organization includes racecourses, hotel venues and a retail bakery.

It is the policy of the **Melbourne Racing Club, Pegasus Leisure Group** and **Gontran Cherrier** to conduct its operations in a manner that is safe and befitting of a good corporate neighbour and citizen.

In accordance with this policy, the **Melbourne Racing Club, Pegasus Leisure Group** and **Gontran Cherrier** complies with all safety and other requirements and manages all phases of its business in a manner that minimizes the risks, in order to provide a safe and healthy workplace for all stakeholders.

Our Management Team are fully committed to improving our safety performance across our business activities through proactive monitoring of work practices, communication & consultation with employees.

We will strive to:

- ✓ Adopt the highest safety standards in all areas of operation, meeting and exceeding all relevant legislative and other requirements as far as is practicable;
- ✓ Define our activities and identify hazards to minimise risk of work and venue related injuries and illnesses;
- ✓ Establish measurable objectives and targets to ensure continual improvement aimed at reducing injuries /illness of all stakeholders as far as is reasonably practical through of our Safety Management System (SMS);
- ✓ Document our system (SMS) to ensure effective communication to employees, contractors and all interested parties;
- ✓ Publicise our Safety Policy to employees, contractors, members, patrons and interested people;
- ✓ Carry out mandatory training of employees in good safety practices (including induction and ongoing training);
- ✓ Investigate all incidents and accidents – implementing corrective & preventative actions to ensure there are no recurrences;
- ✓ Continually assess our operations through our Audit Plan, ensuring procedures are implemented, understood and reviewed through communication and consultation;
- ✓ Involve employees, government authorities, regulatory bodies & customers (as required) in our safety management, as we periodically review our SMS and endeavour to ensure up to date and relevant continual improvement of our SMS in the prevention of injuries & risks;
- ✓ Maintain a committed Safety Management System to AS/NZS 4801:2001 standards.

Responsibilities:

- Overall responsibility for Health and Safety at the **Melbourne Racing Club, Pegasus Leisure Group** and **Gontran Cherrier** rests with the Committee & Executive Team who gives a guarantee to demonstrate their commitment to all relevant persons.
- Day-to-day responsibility is charged to employees to ensure they and their fellow workmates are safe and go home to their families in the same condition they came to work. Employees are also to give feedback of the Safety Management System so we can achieve continual improvement.

The Melbourne Racing Club, Pegasus Leisure Group and **Gontran Cherrier** has developed a series of procedures to supplement our Safety and Policy. These can be found in our Safety Management System (SMS).

MRC CONTRACTOR INDUCTION PROCESS

The Club adopts a risk based approach to categorise and manage contractors, sub-contractors and their employees based on the work they perform on our sites. All contractors, sub-contractors and their employees must receive a safety induction before commencing work. The form and details of the induction will depend upon the risks associated with the work carried out.

The below table identifies the prescribed form of induction required based on the risk category of the contractor:

RISK LEVEL	DESCRIPTION	TYPE	FORM OF INDUCTION
Lower Risk	CUSTOMER SERVICE BASED Providing an independent service to customers.	<ul style="list-style-type: none"> Exhibitors occupying pre-built stands Volunteers Cashier Corporate hospitality clients Bookmakers Exam Staff/Invigilators Administration Staff 	Safety Induction Pack
	ENTERTAINMENT BASED Providing entertainment activities.	<ul style="list-style-type: none"> Artists Bands/DJ's Performers Models Sponsors Media Personnel Camera Operators outside of Horse Zones Promotional Staff Merchandising Craft/Face Painters 	Safety Induction Pack
Higher Risk	PRINCIPLE CONTACT Directly responsible for managing events or people including event contractors	<ul style="list-style-type: none"> Hirers Licencee Event organiser direct employees Producers Talent Managers/Agents 	LinkSafe - Online Contractor Induction
	LABOUR/TRADE BASED Providing labour/trade based works.	<ul style="list-style-type: none"> Electricians Plumbers Asbestos removal Stand Builders/Marquees Essential Services Amusement Device Operators Broadcast Setup Pyrotechnics Operator Riggers Racecourse Maintenance Stylists/Florists Camera Operators within Horse Zones 	LinkSafe - Online Contractor Induction
	FOOD/BEVERAGE VENDORS Providing food and/or beverage services	<ul style="list-style-type: none"> Food Trucks Canteen Services Mobile Caterers Bar Tenders Waiters Kitchen Staff Barista Food Prep 	LinkSafe - Online Contractor Induction
	OPERATION SERVICE BASED Providing a service to assist MRC with operational activities.	<ul style="list-style-type: none"> Security Cleaning First Aid I.T Infrastructure Services 	LinkSafe - Online Contractor Induction

All contractors, sub-contractors and their employees who perform or are going to perform work on a MRC site are required to familiarise themselves with a prescribed form of induction prior to commencing work.

THIS PACK

The purpose of this Safety Induction Pack is to provide lower risk contractors, sub-contractors and their employees with information on health, safety and appropriate conduct when working at, or for the **Melbourne Racing Club, Pegasus Leisure Group** and **Gontran Cherrier**.

This pack has been specifically designed as a guide for the following categories of contractors identified as lower risk;

RISK LEVEL	DESCRIPTION	TYPE	FORM OF INDUCTION
Lower Risk	CUSTOMER SERVICE BASED Providing an independent service to customers.	<ul style="list-style-type: none"> Exhibitors occupying pre-built stands Volunteers Cashier Corporate hospitality clients Bookmakers Exam Staff/Invigilators Administration Staff 	Safety Induction Pack
	ENTERTAINMENT BASED Providing entertainment activities.	<ul style="list-style-type: none"> Artists Bands/ DJ's Performers Models Sponsors Media Camera Operator Promotional Staff Merchandising Craft/Face Painters 	Safety Induction Pack

This pack is to be read in conjunction with the requirements of all relevant Acts, Regulations, Australian Standards, Codes of Practice and where applicable relevant MRC Health and Safety Procedures.

It is the contractors, sub-contractors and their employees' responsibility to abide by relevant work health and safety legislation and ensure that they operate in a manner that does not endanger or cause harm to themselves or others.

The guidelines in this pack must be followed by all lower risk contractors, sub-contractors and their employees and be applied according to the scope and nature of the work that is to be undertaken.

THIS PACK DOES NOT APPLY TO HIGHER RISK CONTRACTORS

Higher risk contractors must undertake the relevant form of induction as prescribed in the MRC Contractor Induction Process above.

For further information about the Clubs induction process or any health and safety related matters please contact the Risk Department via email at risk@mrc.net.au

Emergency Management

In the event of an emergency within the boundary of any MRC, PLG or Gontran Cherrier Venue and buildings covered by this pack, responsibility for the management of the response to the incident, including evacuation of persons affected, will normally be delegated to the Chief Warden or Deputy Chief Warden.

Racecourses

If an emergency situation arises when you are present at Caulfield Racecourse, Sandown Racecourse or Mornington Racecourse; Area Wardens or an MRC staff member will guide you to the most appropriate evacuation point. It is the responsibility of each visitor to make themselves familiar with the venue's emergency exits and evacuation assembly points. The evacuation assembly points are subject to change at the discretion of the Chief Warden depending on the location of the emergency, type of emergency, crowd density and weather conditions.

Should you become aware of an emergency you should take the following action;

- Remain calm and in control
- Do not put yourself at risk
- Only if safe to do so, if there is further risk to an injured person; remove the injured person to a safe area
- Only if safe to do so, control hazards, e.g. close doors in case of fires, use firefighting equipment such as extinguishers, turn off power

Contact the nearest Security Guard or MRC staff member who will notify Event Control. Event Control will then contact Emergency Services directly. In the event of an emergency one of two alarms may sound;

Alert Alarm: 'Beep, Beep, Beep!'

This alert alarm is operated from the Venue's Emergency Warning Intercommunication System (EWIS). It is designed to alert everyone in the vicinity of a possible emergency. This is only a warning alarm- if it sounds please stand by for further instructions. Do not start evacuating!

Evac Alarm: 'Whoop Whoop Whoop!'

This is the evacuation alarm and it is designed to notify all occupants that an evacuation is necessary. When the evacuation alarm sounds all occupants will be directed by wardens to leave the venue via specified emergency exits. Everyone must follow directions issued by the wardens and meet at the nearest evacuation assembly areas.

Both Sandown and Caulfield Racecourse have a two-phase EWIS alarm system; this means the alarm can be in **ALERT** mode and **EVACUATION** mode.

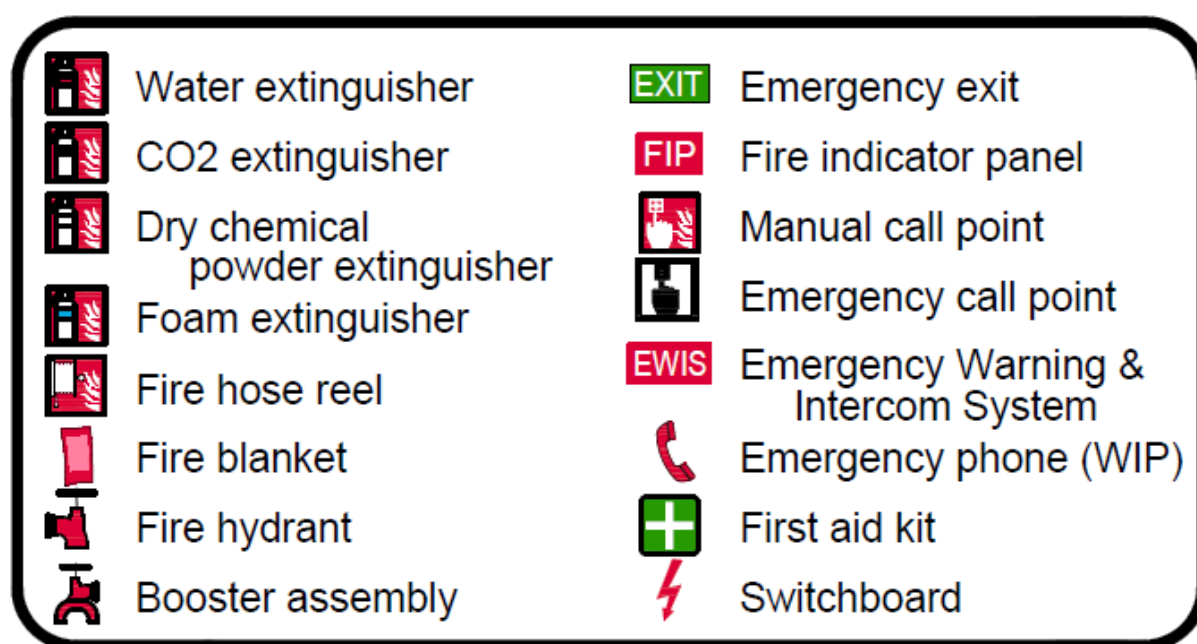
Mornington Racecourse's EWIS system automatically alarms in **EVACUATION** mode. In this instance please wait for direction from the nearest Area Warden or MRC staff member before you commence evacuation (in case of false alarm).

PLG/ Gontran Cherrier

If an emergency situation arises whilst you are at a PLG Venue or Gontran Cherrier Bakery - please follow the directions of the staff present and evacuate at their direction. PLG or Gontran Cherrier staff will call Emergency Services/ 000 directly should they deem a situation to be an emergency.

General

Each MRC, PLG and Gontran Cherrier Venue will have Emergency Evacuation Diagrams located throughout the Venue. As a visitor to our sites; it is your responsibility to ensure you are familiar with the location of these diagrams and familiar with the material contained within. These diagrams show the locations of the following items;



Please note that smoke machines, pyrotechnic displays and any equipment/device that may produce a smoke or fog like vapor is strictly prohibited at all MRC, PLG or Gontran Cherrier sites.

This type of equipment has the potential to set off the Venues' internal alarm systems. Should you operate a machine in contravention of this prohibition and the venues alarm system is activated; you may be liable for any costs incurred. This may include a call out fee for Emergency Services attendance.

Incident, Hazard & Injury Reporting Procedures

All incidents including near-miss events, injuries and hazards must be reported to an MRC, PLG or Gontran Cherrier staff member as soon as practicable. Should you need clarification on what should be reported and when, please see the below definitions;

Incident: An unplanned event that has the potential to result in injury, ill-health, plant or property damage, or loss. The term 'incident' includes near misses.

Hazard: A source or a situation with a potential to harm in terms of human injury or ill-health, damage to property, damage to the environment or a combination of these.

Injury: An event in which a person has suffered accidental or intended damage to the body.

Any person who is in attendance at an MRC, PLG or Gontran Cherrier Venue has a responsibility to report any incident, hazard or injury as soon as they are aware that a reportable incident has occurred.

This can be done directly to a staff member or event organiser over the phone or via email or text message. If possible, please take a photograph of the area as this will assist any investigation process

An MRC, PLG, Gontran Cherrier staff member or your event organiser will assist you in completing a **Hazard/ Incident Report form** (a copy of this will be available from reception or you can request a copy from a staff member).

This form must be submitted at the earliest opportunity to your MRC, PLG or Gontran Cherrier contact to allow the Venue to attend to the situation.

All incidents must be reported even if they do not result in injury or damage.

Failure to report an incident, hazard or injury may lead to personnel or an organisation being removed from site.

Manual Handling

Manual handling tasks include lifting, lowering, pushing, pulling, twisting or repetitive or forceful movements and work carried out in awkward positions.

Most manual handling injuries occur due to improper lifting techniques. Lifting has been associated with back injuries that can be caused by lifting inappropriate weights, in an inappropriate method or due to repeated movements.

To prevent a lifting injury occurring consider these techniques before you proceed;

- Plan the lift- ensure the weight is within your capacity. If not- get help from another person or use a mechanical aid such as a trolley or jack, roller conveyor belt or forklift.
- Avoid using your back, make sure your feet are firmly and evenly planted on the ground and are shoulder width apart. Force the weight through the heels of your feet keeping your back straight at all times.
- Grip the load securely using the palm or your hands and base of your fingers.
- Maintain your centre of gravity throughout the lift, keeping the load as close to your body as possible.
- Wear gloves when handling hot or cold materials or loads with sharp edges.
- If in doubt- Do not proceed! Always ask for assistance.

To consider if a task involves 'hazardous manual handling' please consider if any of the following is involved;

- Repetitive movement
- Sustained or awkward postures
- Repetitive or sustained forces

As a general guideline, '**repetitive**' means that a movement is performed more than twice a minute and '**sustained**' means a posture or force is held for more than 30 seconds at a time. Some examples of everyday tasks that may be considered hazardous are;

Squatting, kneeling, crawling, lying or semi-lying, jumping

Twisting, turning, grabbing, picking or repetitive wringing actions with the hands or arms

Reaching behind the body or reaching forward or sideways more than 30cm from the body

Working with one or both hands above shoulder height

Bending the back or head backwards more than 5 degrees or looking up

The above list is not exhaustive and each task must be considered separately. If you have to engage in a task that involves any of the above you **MUST** consider how best to control the risk involved.

If possible **Eliminate** the risk- is it essential that you undertake the task or can the same outcome be achieved via a different method

Minimise the Risk- can you substitute the hazard with something that gives rise to a lesser risk? Can you isolate the area involved to prevent people from being exposed to the hazard? Are there any engineering controls you can implement to reduce the risk of the hazard?

If you have attempted to eliminate or minimise the risk of a hazard and there is still a risk remaining; think about what personal protective equipment you can wear to protect yourself or those you are working with. This can include items such as; heat resistant gloves, steel capped work boots, protective masks, sunscreen or wide brimmed sun hats!



Remember! If you are not sure ask for help!

Electrical Safety

MRC, PLG and Gontran Cherrier are committed to ensuring that all electrical installations, equipment and appliances used throughout its venues are safe to use and have been tested and tagged by a competent and trained person. The consequences of using unsafe electrical equipment can be devastating and can include fire, electric shock, injury or even death.

The following requirements are the minimum standards to ensure electrical safety at any MRC, PLG or Gontran Cherrier site.

<p>All portable electrical equipment, power tools, leads etc. brought onto site must have a current test tag in accordance with AS3760: In-service safety inspection and testing of electrical equipment</p> <p>Any item without a current test tag, may be taken out of service by the MRC Risk Department, and returned at the end of the day</p>	
<p>All electrical portable outlet devices are to be appropriately mounted off the ground, and must maintain a safe distance from sources of heat or water. They must also be fitted with an overload protection device. Portable outlet devices must comply with AS/NZS 3105: Approval and test specification - Electrical portable outlet devices</p>	
<p>Any temporary power supply box can only be installed by an MRC approved licenced electrician and have a current test tag applied. All leads are to be run through the bottom of the box and the box shall be fitted with a locking device that remains locked during use.</p>	
<p>Do not run leads across pedestrian or plant/ vehicle accessible areas unless in cable trays.</p> <p>For internal applications, taping down the lead may be sufficient for pedestrian only areas.</p>	

Only use non-conductive hooks if required to temporarily hang leads.																																																			
Electrical extension leads should be selected for the environment in which they are to be used. You are required to use suitable Ingress Protection (IP) rated plugs, sockets or safety cover where the lead is exposed to weather.																																																			
Electrical extension leads must comply with the maximum total lengths as specified in AS/NZS 3002: Electrical installations - Shows and carnivals	<table><tr><th colspan="4">MAXIMUM LENGTHS OF FLEXIBLE CORD</th></tr><tr><th>1</th><th>2</th><th>3</th><th>4</th></tr><tr><th rowspan="2">Cord extension set rating</th><th rowspan="2">Conductor area</th><th colspan="2">Maximum length of flexible cord</th></tr><tr><th>General use</th><th>For equipment with high starting currents that may affect the safe operation of equipment</th></tr><tr><th>(A)</th><th>(mm²)</th><th>(m)</th><th>(m)</th></tr><tr><td rowspan="4">10</td><td>1.0</td><td>25</td><td>15</td></tr><tr><td>1.5</td><td>35</td><td>25</td></tr><tr><td>2.5</td><td>60</td><td>40</td></tr><tr><td>4.0</td><td>100</td><td>60</td></tr><tr><td rowspan="3">15/16</td><td>1.5</td><td>25</td><td>15</td></tr><tr><td>2.5</td><td>40</td><td>25</td></tr><tr><td>4.0</td><td>65</td><td>45</td></tr><tr><td rowspan="2">20</td><td>2.5</td><td>30</td><td>20</td></tr><tr><td>4.0</td><td>50</td><td>30</td></tr></table>			MAXIMUM LENGTHS OF FLEXIBLE CORD				1	2	3	4	Cord extension set rating	Conductor area	Maximum length of flexible cord		General use	For equipment with high starting currents that may affect the safe operation of equipment	(A)	(mm ²)	(m)	(m)	10	1.0	25	15	1.5	35	25	2.5	60	40	4.0	100	60	15/16	1.5	25	15	2.5	40	25	4.0	65	45	20	2.5	30	20	4.0	50	30
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	4.0	50	30																																																

For more comprehensive guidelines on the use of electrical installations and electrical equipment please [click here](#)

Horse Movement

Non-Raceday

Caulfield and Mornington Racecourses are also training facilities that accommodate over 400 horses per day. Training facilities are in operation at the following times on non-race days;

Caulfield Racecourse	Mornington Racecourse
Mon – Fri 4.00 am – 9.00am	Mon – Fri 4.00 am – 9.30am
Sat – 4.00 am – 8.30am	Sat – 4.00 am – 8.30am
Sun – 6.30am – 8.30 am	Sun – Closed (Horse Pool open from 5.00am – 7.00am)

You **must not** enter the horse track or training area during these times. Should you need access to any area where a horse may be present you must;

- Obtain permission from the Caulfield Racecourse or Mornington Racecourse Track Manager
- Be escorted at all times by a person authorised by the Caulfield Racecourse or Mornington Racecourse Track Manager

(Please note the above does not apply to individuals who are licensed and registered by RVL and have completed the relevant RVL and MRC inductions)

No vehicles will be permitted access to the racecourse or any training area unless express written permission has been received from the Caulfield Racecourse or Mornington Racecourse Track Manager.

Race Day- Sandown, Mornington & Caulfield

- a) Mounting Yard- refers to the enclosed area where horses are paraded prior to a race and where jockeys mount and dismount their rides. Access to this area is restricted to authorised officials and personnel including trainers, jockeys and strappers.
- b) Mounting Yard Viewing Area- Restricted access by ticketing only to this area adjacent to the Mounting Yard. This is where the owners of horses engaged in a race can gather and observe their horse without entering the mounting yard.
- c) Horse stalls and parade ring areas- This area is restricted to authorised officials and personnel, trainers, jockeys and strappers. These areas are fenced enclosures with controlled gateways.

General

To ensure the safety of our staff, visitors and horses you must observe the following rules while you are present at Sandown, Mornington or Caulfield Racecourse;

- Horses have right of way at all times!
- Vehicles must slow to 10 km/h when passing horses (do not use horns)
- Activities which are noisy must not be conducted close to training tracks or stables while horses are present in the area. Avoid sudden movement or noises when horses are near by. If you are unsure whether horses are still present on site please consult with your MRC Event Manager/ Contact for guidance.
- Ensure all temporary structures, signage, linens etc that may blow around in windy conditions are secured- particularly if close to the trackside area.
- Always remember that horses may be near by- if you are using heavy vehicles or trucks, take care when jumping in or out of cabs, using horns or reversing. Sudden loud noises can spook horses and increase the risk of an incident happening.

Useful Contact Numbers;

General

Emergency Services; 000

General Manager for Racecourses; 03 9257 7246

MRC Head Office Reception; 03 92577200

Mornington Racecourse Reception; 03 5975 3310

Sandown Racecourse Reception; 03 9518 1300

PLG Venues

The Glasshouse, Caulfield; 03 9257 7170

The Cove hotel, Patterson Lakes; 03 9773 3733

Croydon Hotel, Croydon; 03 9870 9344

Golden Fleece Hotel, Melton; 03 9743 5220

Golden Nugget, Melbourne; 03 9639 2294

The Grand, Frankston; 03 9783 7388

Highways Hotel, Springvale; 03 9518 1370

The Junction, Preston ; 03 9484 1009

Steeple, Mornington; 03 5976 0700

Stoneys Club, Bacchus Marsh; 03 5367 2031

The Sugar Gum, Sydenham; 03 9449 0455

Gontran Cherrier

140 Smith Street, Collingwood; 03 9419 1518

696 Glenferrie Road, Hawthorn; 03 9915 8600