

# EXHIBITOR FOOD AND BEVERAGE GUIDELINES

---

## SAMPLING FOOD AT EVENTS

Claremont Showground have established the following guidelines for event organisers and exhibitors wishing to provide sample servings of Food and Beverages that are not purchased from Claremont Showground catering facility:

- Samples must be given away free of cost
- Food portions no larger than a bite size or 3cm x 3cm
- Liquid portions no larger than 90ml (3oz) cups for hot beverages or 150ml (5oz) cups for cold beverages
- The display unit containing the foods offered for sampling shall contain an ingredients list and allergy declaration of all foods available for sampling
- All exhibitors sampling food must comply with State and Local Government Health regulations
- Food notification application fees apply for all exhibitors who offer samples

Any exhibitor wishing to sell pre-packaged food must complete a Food Notification Form to the Event Organiser no less than 21 days prior to their event, which can be downloaded at [www.claremontshowground.com.au/eventtoolkit](http://www.claremontshowground.com.au/eventtoolkit)

## SELLING PRE-PACKAGED FOOD AND BEVERAGE

Claremont Showground have developed the following guidelines for Event Organisers and Exhibitors wishing to sell pre-packaged food and beverages:

- All food sold is to be pre-packaged food and beverage not to be consumed on site
- All packaged food for sale needs to be adequately labelled to identify any allergens that may be present and to allow the food to be traced back to the stall where it was purchased. Including;
  - Name of the Food
  - Description of Food
  - Company Selling Food
  - List of Ingredients
  - Storage Recommendations
- Food notification application fees apply for all exhibitors who offer samples

Any exhibitor wishing to sell pre-packaged food must complete a Food Notification Form to the Event Organiser no less than 21 days prior to their event, which can be downloaded at [www.claremontshowground.com.au/eventtoolkit](http://www.claremontshowground.com.au/eventtoolkit)

## ASSOCIATED FEES OF FOOD NOTIFICATIONS

Exhibitors who have Low-Risk Pre-packaged food who are either tasting or selling will attract the following fees:

- Notification Fee: \$55 + GST if a Food Business registered with a Western Australian Local Government Authority;
- OR
- Registration Fee: \$154 + GST for Exhibitors that DO NOT have a Food Registration Certificate issued by a Western Australian Local Government Authority



RASWA

CLAREMONT  
SHOWGROUND

Exhibitors and Caterers who are producing and selling food onsite for a commercial purpose, such as a food truck or retail catering outlet will attract the following fees:

- Notification Fee: \$55 + GST if a Food Business registered with a Western Australian Local Government Authority;

OR

- Registration Fee: \$154 + GST for Exhibitors that DO NOT have a Food Registration Certificate issued by a Western Australian Local Government Authority

AND

- Permit Fee appropriate for the duration of the event;
  - 1 day \$20.00 + GST
  - 2 days \$35.00 + GST
  - 3 days \$70.00 + GST
  - 4 – 8 days \$90.00 + GST

These fees are payable to the Event Organiser upon submitting the Food Notification Form, which can be downloaded at [www.claremontshowground.com.au/eventtoolkit](http://www.claremontshowground.com.au/eventtoolkit)