



# DOWERIN

MACHINERY FIELD DAYS

## EXTERNAL CATERING INFORMATION

**27 - 28 August 2025**

Growing industry.

Seeding connections.

Cultivating community.



## Who we are

### Supporting agricultural and community prosperity.

Since 1964 DMFD has united our state's agricultural industry, showcasing in a trade environment the products and services that support and highlight the operations of farmers and primary producers. In 2024 agricultural related products and services represented 63% of our exhibitor offering.

Dowerin brings together the decision makers across the full supply chain, from agribusiness, to machinery, equipment, livestock, professional services, and providers of technologies.

The event provides a platform to promote the Wheatbelt and

agriculture to a broader audience, highlighting the significance of the sector.

This hub extends beyond business. As well as bringing together a wealth of professional and industry connections, DMFD brings together people and families.

The remaining 37% of exhibitors showcase products and services of interest to regional families.

Visitors are from a variety of age groups, with the two primary segments being families with children and 55+ adult couples. They come from across Western Australia

with more than 58% travelling from a regional area, with 37% identifying their job title in the category of Agriculture & Farming.

DMFD is intrinsically linked to its surrounding communities, and we thank our partners, sponsors, suppliers and volunteers for assisting us in delivering an event of this scale and significance.

Click here for

[2024 EVENT REPORT](#)

[2024 HIGHLIGHTS VIDEO](#)

[2024 PHOTO GALLERY](#)

#### PRINCIPAL PARTNER

# EUROZ HARTLEYS

#### MAJOR SPONSORS



Department of  
**Primary Industries and  
Regional Development**



**Commonwealth  
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## Catering Information

### LOCATION

DMFD are held at Memorial Ave, Dowerin, 156km north-east of Perth.

### EVENT DATES AND TIMES

The 2025 event will be held on Wednesday 27 August and Thursday 28 August.

Gates open for visitors at 8am and close at 5:30pm Wednesday, and 4pm Thursday.

### TRADING HOURS

All external caterers are expected to have at least one staff member on site during event hours.

External caterers may begin to pack away their site at 4pm on Thursday.

### APPLICATION PROCESS

External caterer applications will open on Wednesday 5 March and close on Thursday 17 April at 5pm AWST.

Successful applicants will be notified no later than Wednesday 14 May and must make payment by Wednesday 28 June to secure their place.

All applications must be completed using the application form.

To ensure the highest possible standard and range of appropriate offerings the Event Manager reserves the right to accept or reject any application.

Area allocations will be made by the Event Manager considering appropriate grouping of meal options, size of facility and power.

The Event Manager has discretion to allocate caterers as they see fit and will not enter correspondence regarding the allocation of a particular area.



All applicants must fill out the below and sign the terms and conditions.

Please return this form fully completed with relevant attachments via email to [catering@dmfd.com.au](mailto:catering@dmfd.com.au)

## CATERING BUSINESS DETAILS

Business name:

ABN:

Main contact person:

Address:

State:

Postcode:

Phone:

Email:

Fax:

Website:

## BUSINESS INFORMATION

Please provide full details of the foods you will be serving, photos of the facility you will be operating from and a copy of the menu, including prices:

Van/Truck Specifications:

Due to health and safety regulations, the DMFD only accepts applications from external caterers that prepare and serve food from an enclosed facility.

Set-up type:

Set-up size:

## PUBLIC LIABILITY INSURANCE AND FOOD BUSINESS REGISTRATION

Please attach Certificate of Registration of a Food Business to your application

Please attach Certificate of Currency to your application

All external caterers must have their own public liability insurance with an indemnity amount of not less than \$20 million covering them against any occurrences attributable to their activities or the activities of any persons for whom they are directly responsible.

Name of insurer:

Indemnity amount:

Policy number:

Expiry date:

### SITE SELECTION

Catering Type	Price
Main meals	\$1400
Smaller Meals	\$1200
Coffee	\$1000
Dessert / Icecream	\$650

### OPTIONAL EXTRAS

Extra	No# req
Power (10 amp) @ \$70 per outlet	
Power (15 amp) @ \$80 per outlet	
Power (three phase) @ \$120 per outlet	
Straw bales @ \$20 each	

### ADDITIONAL INFORMATION

All successful applicants will be able to access three (3) complimentary entry tickets via online ticketing. Any additional entry tickets may be purchased at this time.

All catering staff must present an entry ticket on arrival.

### PAYMENT

Successful applicants will be notified by Wednesday 14 May and issued with an invoice due for payment before Wednesday 28 May to secure your allocation.

This page must be signed and returned to [catering@dmfd.com.au](mailto:catering@dmfd.com.au) in order for applications to be considered complete.

## 1. Applications

- 1.1. External Caterers must complete Applications and email forms to [catering@dowerinfielddays.com.au](mailto:catering@dowerinfielddays.com.au) by no later than the Application Due Date. Applications must be accompanied by:
  - a) descriptions and photos of the services and/or products that the Caterer intends to sell at the Event;
  - b) any Certificates of Currency for any insurance policies required pursuant to clause 8.1; and
  - c) any other documents or information required by the Event Organiser.
- 1.2. If an External Caterer does not pay the Site Fee or provide a Certificate of Currency in relation an Application by the Due Dates, the Application will be declined and any Allocated Site allocated to the Caterer pursuant to clause 2 will be re-allocated to another Caterer.
- 1.3. Applications received by the Event Organiser after the Application Due Date and that are accepted by the Event Organiser will be liable to pay a late fee equivalent to 10% of the Site Fee.
- 1.4. The Event Organiser may, in its unfettered discretion and at any time:
  - a) accept or decline any Application;
  - b) after accepting any Application and prior to the Event, withdraw its acceptance of the Application.

## 2. Allocated Sites

- 2.1. Following the Application Due Date the Event Organiser will notify External Caterer whether their Application has been approved.
- 2.2. External Caterers must not sell, lease or otherwise transfer their allocated site to any other party.

## 3. External Caterers Cancellations

- 3.1. If an External Caterer wishes to withdraw their Application or cancel their use of an Allocated Site, the External Caterer must notify the Event Organiser and the following cancellation fees will apply:
  - a) if the External Caterer notifies the Event Organiser Application by no later than 12 weeks before the commencement of the Event, 0% of the Site Fee;
  - b) if the External Caterer notifies the Event Organiser Application on or after 12 weeks before the commencement of the Event but by no later than 9 weeks before the commencement of the Event, 50% of the Site Fee;
  - c) if the Caterer notifies the Event Organiser Application on or after 9 weeks before the commencement of the Event, 100% of the Site Fee.
- 3.2. If an External Caterer cancels their use of an Allocated Site, the Event Organiser may allocate that Allocated Site to another External Caterer.

## 4. Cancellation of the Event

- 4.1. The Event Organiser reserves the right to cancel or postpone the Event by notifying Caterers in writing.
- 4.2. Save and except as provided for in clause 4.3.b), if the Event Organiser cancels the Event, External Caterers will be entitled to a refund of the Site Fee.
- 4.3. External Caterers will not be entitled to a refund of the Site Fee if:
  - a) the Event is postponed; or
  - b) the Event is cancelled due to a catastrophic weather event, imminent threat affecting the Event Site, public health emergency, or lawful direction of the Government.

## 5. Payment Terms

- 5.1. Payment for any services provided by the Event Organiser to the External Caterer must be made within 7 days of the Events Organiser's invoice.
- 5.2. The Event Organiser may refuse entry to the Allocated Site and the Event Site if the External Caterer has not paid any amounts due and payable to the Event Organiser.

## 6. Conduct of External Caterers and Workers.

- 6.1. External Caterers and their Workers must comply with any directions given or conditions imposed by the Event Organiser in connection

with the Event, including but not limited to any directions in any SITE INDUCTION provided by the Event Organiser.

- 6.2. External Caterers and their Workers must conduct themselves in an orderly and respectful manner prior to, during, and immediately following the Event.
- 6.3. External Caterers and their Workers must not engage in any violence, harassment, bullying, aggression, excessive alcohol consumption, or illicit substance use during the Event or in connection with the Event.

## 7. Health and Safety

- 7.1. Caterers and their Workers must comply with the Work Health and Safety Act 2020 (WA) and any subsidiary legislation made pursuant to the same.
- 7.2. Caterers and their Workers are responsible, so far as is reasonably practicable, for their safety and the safety of others who may be impacted by their activities on site.
- 7.3. The Event Organiser has the right to inspect Allocated Sites and any structure and contents therein.
- 7.4. If, in the Event Organiser's reasonable opinion, there is a risk to safety or property arising from the External Caterers use of the Allocated Site, the Event Organiser may direct the Caterer and/or its Workers to immediately eliminate or mitigate that risk, and the Caterer and/or its Workers must comply with that direction immediately.
- 7.5. The cooking of meat, dairy and egg products in an open facility is strictly prohibited.
- 7.6. All Open Flames, fire pits and bonfires etc are strictly prohibited on site and in the Dowerin Machinery Field Days Car Park.

## 8. Insurance and Liability

- 8.1. All External Caterers must maintain a \$20,000,000.00 public liability insurance policy covering their activities in connection with the Event.
- 8.2. External Caterers agree to:
  - a) occupy and use their Allocated Site at their own risk;
  - b) accept all liability for any damage or injury to any persons or property caused or contributed to by the Caterer in connection with the Event, including but not limited to any damage or injury caused or contributed to by its Workers;
  - c) release and indemnify the Event Organiser and its officers, employees, contractors and agents from any liability which may arise in respect of any accident, loss, damage or injury in connection with the Event.
- 8.3. For the avoidance of any doubt, the release and indemnity in subclause 8.2.c) includes any theft of or loss or damage to any External Caterers property at their Allocated Site or in connection with the Event.

## 9. External Caterers Use of Allocated Sites

- 9.1. External Caterers may only take possession of their Allocated Sites during the date/s and time/s advised by the Event Organiser.
- 9.2. Caterers must only sell their products at their Allocated Site for the duration of the Event.
- 9.3. Caterers that fail to comply with this clause will be liable to pay a fee of \$500 to the Event Organiser, as compensation for any loss of goodwill to the Event associated with the External Caterers breach.
- 9.4. The Event Organiser may require External Caterers
  - a) to immediately cease selling or promoting a product at the Event where the Event Organiser reasonably believes that the product is unsafe, or is inappropriate.
  - b) to remove any inappropriate signs.
- 9.5. External Caterers must only sell, promote and/or display their services and/or products within their Allocated Sites and must not, inter alia, canvass or hawk their services or products or distribute leaflets or other promotional material outside of their Allocated Sites. Any Caterer that fails to comply with this clause will be immediately removed from the Event Site.
- 9.6. Caterers may cease selling and/or displaying their services and/or products and may commence vacating their Allocated Sites at the conclusion of the Event.

## 10. Food and beverages

- 10.1. All External Caterers preparing and/or serving food or beverages must obtain and at all times comply with all necessary statutory requirements and approvals in connection with the Event, including but not limited to Shire health requirements, liquor licensing and hygiene regulations.

- 10.2. Caterers must display copies of any approvals referred to in clause 10.1 and must provide copies of the same to the Event Organiser on request.
- 10.3. If the Shire or another government body finds that an External Caterer has failed to comply with any requirements or approvals referred to in clause 10.1, the Exhibitor will be immediately removed from the Event Site.

## 11. Accommodation

- 11.1. External Caterers are not permitted to sleep on-site at any time throughout, or in the lead up to the Event.

## 12. Vehicles

- 12.1. Vehicles must display an approved pass provided by the Event Organiser before entering the Event Site.
- 12.2. Vehicles must remain stationary at the Allocated site during the event.
- 12.3. Service vehicles may access the Event Site for the purpose of restocking Allocated Sites from 6.00am until 7.45am on the days of the Event. All service vehicles must leave the Event Site by 7.45am on the days of the Event.
- 12.4. Vehicles must not be left parked on any roadways or pedestrian areas at any time.
- 12.5. External Caterers, including their Workers, who fail to comply with this clause will be liable to pay a fee of \$500 to the Event Organiser and the relevant machinery or vehicle may be removed from the Event Site at the Caterers expense.
- 12.6. Personal transport equipment such as golf carts, e-scooters, segways, motorcycles, side-by-side vehicles, skateboards, unicycles, and bicycles are prohibited from the Event Site without the written authorisation of the Event Organiser.
- 12.7. The flying of drones and unmanned aerial vehicles by External Caterers and/or their Workers without written authorisation of the Event Organiser is prohibited.

## 13. Animals

- 13.1. Dogs are not permitted to enter the Event Site and any area utilised by the Event Organiser during the Event, including any caravan parks and carparks. The Event Organiser will allow service dogs with appropriate harnessing to enter the Event Site during the Event.

## 14. Competitions

- 14.1. All competitions, games of chance and raffles (howsoever described) are prohibited unless approved by the Event Organiser

## 15. Vacating Allocated Sites

- 15.1. External Caterers must vacate their Allocated Sites in accordance with subclauses 15.2 and 15.3 by no later than 2 weeks after the conclusion of the Event.
- 15.2. External Caterers are responsible and liable for the condition of their Allocated Site from the time they commence occupying the Allocated Site until they have vacated and cleared the Allocated Site to the satisfaction of the Event Organiser. External Caterers who fail to clear their Allocated Sites to the satisfaction of the Event Organiser will be liable to pay a clean up fee of \$500.
- 15.3. External Caterers must take all steps to ensure their Allocated Site is returned to its original condition, including but not limited to the removal of all construction, and landscaping material on the Allocated Site such as mulch, straw bales, and filling post/pole holes. Failure to comply with this subclause will result in the External Caterer being liable to pay any costs incurred by the Event Organiser in returning the Allocated Site to its original condition.

## 16. Promotional materials and use of intellectual property

- 16.1. External Caterers may only use the Event Organiser's intellectual property, including but not limited to the name and logos of the Event and the Event Organiser and any maps or images of the Event Site, with the Event Organiser's written authorisation and approval.
- 16.2. The Event Organiser will make digital marketing materials available for Exhibitors to use.
- 16.3. Photography (still and video) taken by the Event Organiser, or its representatives during the Event will remain the property of the Event Organiser and may be used by the Event Organiser for promotional purposes.
- 16.4. Any External Caterer that wishes to be excluded from media exposure or being photographed or filmed must advise the Event Organiser in writing at least one week prior to the event.
- 16.5. Any images purchased or commissioned by Event Organiser are the property of the Event Organiser.
- 16.6. Photography (still and video) taken by staff of the Exhibitor may be used by the Exhibitor for their own promotional purposes. Freelancers and media are subject to Event accreditation.
- 16.7. The Event Organiser may edit supplied listings to conform to brand guidelines, grammatical rules, publication tone and style for reproduction in marketing collateral.
- 16.8. The Event Organiser will endeavour to provide full and accurate listings from provided details, however, no compensation will be made for omitted or incorrect listings.

## 17. Privacy

- 17.1. The Event Organiser collects, uses and discloses personal information to administer the Event and for related purposes, such as promoting the event, in accordance with its Privacy Policy.

## 18. General

- 18.1. In these Terms and Conditions, the following terms have the following meanings:
  - a) Allocated Site means a site allocated to an External Caterer for the Event pursuant to clause 2.
  - b) Applications means applications for an Allocated Site at the Event made pursuant to clause 1, including applications accepted by the Event Organiser.
  - c) Application Due Date means 5.00pm AWST on Wednesday 17 April.
  - d) Event means the Dowerin Machinery Field Days held at the Event Site on Wednesday 28 August, 8am – 5.30pm and Thursday 29 August, 8am – 4pm.
  - e) Event Organiser means Dowerin Events Management Inc.
  - f) Event Site means the site and location represented in Annexure A to these Terms and Conditions.
  - g) External Caterer means any person, business, that sells their products at the Event under these Terms and Conditions, or who has made an Application to sell, their products at the Event pursuant to clause 1.
  - h) Shire means the Shire of Dowerin.
  - i) Worker means any person carrying out work in any capacity for an External Caterer and includes work as an employee, contractor, subcontractor, apprentice, trainee or volunteer.
- 18.2. For the avoidance of any doubt, External Caterers will be liable for any breach by their Workers of these Terms and Conditions or failure by their Workers to comply with these Terms and Conditions.
- 18.3. Any notice required to be given by an External Caterer to the Event Organiser under these Terms and Conditions must be given by email to catering@dmfd.com.au unless these Terms and Conditions expressly provide otherwise.
- 18.4. No failure by the Event Organiser to exercise, and no delay in exercising, any right, power or remedy under these Terms and Conditions will operate as a waiver.

I have read, understand and agree to abide by the terms listed above on behalf of my business:

Business Representative Signature:

Business Representative Name:

# Annexure A - Site Map



SITE GUIDE							
	Catering Venues		Information Point - Visitors		Music		Volunteer Hub
	Information Point - Exhibitors Only		Parents Room		Internal Maps Indicator		Optima
	Activation Areas		Toilets		First Aid		Aglime
							Elders





# DOWERIN

MACHINERY FIELD DAYS

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Principal Partner

EUROZ HARTLEYS

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