



MELBOURNE  
ROYAL  
HORSES IN ACTION

**2025 Exhibitor Guidebook**

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## 1. Section personnel and contacts

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Melbourne Royal Reception

P: 03 9281 7444

F: 03 9281 7592

W: [melbourneroyal.com.au](http://melbourneroyal.com.au)

Horse Superintendents Office

(Tuesday 23 September to Monday 6 October)

P: 03 9281 7560

## 2. Exhibitor passes

Exhibitor Packs are issued at the Horse Superintendent's Office on arrival which include allocated exhibitor passes for entry into Melbourne Showgrounds during the relevant competition period. Exhibitor passes are issued to exhibitors who are stabled overnight and are programmed (via barcode) to allow unlimited entry into Melbourne Showgrounds during your competition time.

Exhibitor passes will be issued on the following formula:

- 1 – 2 exhibits      2 Passes
- 3 – 5 exhibits      3 Passes
- 6 or more exhibits   4 Passes

If additional passes are required General Admission Melbourne Royal Show Tickets or Member/Guest Passes should be purchased.

## 3. Melbourne Royal membership cards

Full Melbourne Royal Members are issued with one membership card and one transferable guest card prior to the Melbourne Royal Show and these cards permit the card holder and their guest unlimited entry throughout the entire Melbourne Royal Show.

Additional guest cards can be purchased by full members by contacting the Melbourne Royal membership office. Up to two additional guest cards per full member applies.

Junior Melbourne Royal members will receive one junior card prior to the Melbourne Royal Show which permits the card holder unlimited entry throughout the entire Melbourne Royal Show.

For further information contact the Melbourne Royal Membership Office on:

T: 03 9281 7444

F: 03 9281 7592

E: [membership@melbourneroyal.com.au](mailto:membership@melbourneroyal.com.au)

## 4. Location

Melbourne Showgrounds is located on Epsom Road, Ascot Vale. The horse precinct is situated on the corner of Epsom and Langs Roads and entry for horse exhibitor vehicles is via Gate 2 and Gate 4 on Langs Road.

Please take careful note of your stable allocation and the entry gate to ensure arrivals and departures can be completed efficiently.

You will receive your stable allocation prior to arrival. Please note that due to the number of horses coming into the precinct during the event your stable allocation may NOT be changed.

On arrival to the showgrounds we ask that all exhibitors help us to keep the arrival and departure process as smooth as possible. As space is limited on the grounds please be aware that other exhibitors may be waiting for the space, we ask that you unload your horse and gear as quickly as possible and exit with your vehicle as soon as possible to ensure the next exhibitor may enter the grounds.

## 5. Entering Melbourne Showgrounds

Exhibitors have been notified of their arrival and departure times in acceptance letters. Please check these carefully as times may have changed since nominating. Arrivals outside of the allocated times are not permitted as facilities will not be available.

## Arrivals

Horse exhibitors are to arrive directly to the gate indicated on your arrival notification. We allow 1 to 1.5 hours from this time for arrival.

### Pre-Show Arrivals

Melbourne Showgrounds will still be bumping in on Tuesday 23 September and Wednesday 24 September and is considered a work site during this period. **Exhibitors arriving during this period, will be required to wear a hi-visibility vest when walking outside of the horse precinct. Please ensure you bring a vest with you.**

It is recommended that exhibitors walking to/ from the horse precinct from the float park during this period do so via the footpath along Leonard Crescent and re-enter Melbourne Showgrounds at Gate 2 or 4.

## Departures

Exhibitors have been notified of their departure time – please note that as the stable will be in use by another exhibitor after you, all departure times must be strictly adhered to.

**Exhibitors departing Monday 6 October will be required to wear a hi-visibility vest when walking outside of the horse precinct.**

Please remove all wet and soiled shavings from stables. If an exhibitor fails to clean out their stable a \$250 penalty will be applied to the exhibitor.

Stable covers must also be returned to the Horse Superintendent prior to departure, failing to return your cover will mean that your bond will not be reimbursed. Lockers must be cleaned and left empty at the time of your departure, please return locker keys to Horse Office upon departure.

## 6. Arrivals and departures

Your confirmation will have a time stated as a guide. Please ensure if you are arriving/departing it's within the times allocated in the schedule i.e. arriving 7:30 – 8:00am etc.

## 7. Showtime parking

Vehicle passes purchased with entries are to be collected on arrival. Each vehicle pass is colour coded for different parking sites. Only vehicles with the correct vehicle pass will be allowed access. Vehicle passes should be displayed on dashboards at all times. The car parks are not accessible without leaving Melbourne Showgrounds and gate entry passes will be required to re-enter Melbourne Showgrounds.

### Float and truck parking

The float and truck parking for Horse Exhibitors will be provided in the Float and Truck Park which is located on Leonard Crescent. This area is for horse floats and trucks ONLY. Exhibitors who require vehicle parking (no float) are to park at Flemington Racecourse (fees apply).

Horses must not be unloaded or loaded in the Float and Truck Park as there is no access for horses from the Float Park to the horse pavilions.

The Float and Truck Park gates will not be open outside of the scheduled arrival and departure times. Exhibitors staying off Melbourne Showgrounds who need access to their vehicles outside of these hours should contact the Horse Superintendent to arrange for access to an alternate vehicle park (cars only).

## Truck camping

A Truck Camping area has been made available to exhibitors. Bookings should have been made with entries and this area is now full. Limited power, water and toilet facilities are available. NO caravans will be accepted. All trucks staying in the truck camping area must have an operational battery-operated smoke detector installed in areas occupied by people. Inspections will be made and vehicles not containing smoke detectors will not be allowed access into the area.

Entry to the truck camping area is via Gate 7 on Leonards Crescent. Please note that due to council regulations only exhibitors who have been allocated a camping space will be able to enter this area.

Upon arrival, you will be allocated your designated site, which must be strictly adhered to. Failure to comply may result in removal from the grounds.

## Melbourne Royal Members Showtime Car Parking & Public Car Park

Melbourne Royal Members can park at Flemington Racecourse during the Melbourne Royal Show for a reduced fee per day. You will need your Member's Card and Sticker to be eligible for this rate. The car park is open from 7am - 11pm daily. Vehicles are not permitted to park overnight. Entry is via Members drive off Epsom Road (Members Car Park Pass must be displayed on window).

Public parking during the Melbourne Royal Show is available at Flemington Racecourse for \$30 each per day. The Epsom Road car park is open from 7am to 11pm and the Smithfield Road car park is open at 8.30am to 11.00pm (access to the Melbourne Royal Show is through the rail underpass).

## 8. Showtime offices

### Horse Superintendent's Office

The Horse Superintendent's Office is located outside the Langs Road Horse Pavilion, Shed 6B. The office will be open from Tuesday 23 September to Monday 6 October. All enquiries should be directed to the Horse Superintendent's Office during this time.

## Melbourne Royal Centre

The Melbourne Royal Reception area is located on the first floor of the Administration Building. The opening hours during the Melbourne Royal Show are as follows:

- 22 September – 24 September, 9am – 5pm
- 25 September – 5 October, 8am – 6pm
- 6 October – 7 October, 9am – 6pm

## 9. Collection of Exhibitor Packs

Each exhibitor is required to collect and sign for their Exhibitor Pack at the Horse Superintendent's Office on arrival. Exhibitor Packs will include:

- Arrival and departure time declaration
- Pre-purchased exhibitor catalogue (if applicable)
- Exhibit/s neck number/s
- Vehicle pass (if applicable)
- Exhibitor passes
- Important information/notices
- Safety Guidelines (applicable to exhibitors arriving prior to 25 September and departing 6 October)
- Overnight security wristbands

## 10. Facilities

### Stables

Stables are located within three areas:

- Horse Pavilion (Building 2)
- Langs Road Pavilion (Shed 6)
- The Terrace (opposite Shed 6).

Stables are constructed of heavy ply and mesh and are 3.3m x 3.6m x 2.25m (height) in size.

Stable allocations will be given to exhibitors prior to arrival. Every effort is made to fulfil stable requests, however due to the large number of exhibitors not all requests can be filled. **Please note that the stable allocation is final and NO changes can be accommodated.**

Stable screens are available from the Horse Superintendent's Office. The supply is limited and preference will be given to stallions and exhibitors stabled in the Terrace.

Exhibitors are required to supply their own feed and water containers.

Horses should only be tied to tie up rings provided on stables and exhibitors must not tie horses to the handles of stables.

### Bedding

Each stable is allocated with shavings. If shavings aren't in the allocated stable on arrival, please see the Horse Superintendent for your shavings distribution. Additional shavings are available for purchase from Bickley's Feed Store.

### Stable Cleaning

All wet and soiled shavings must be removed from stables prior to departure. All stables will be checked on departure and exhibitors that have not fully cleaned out their stable/s will be charged \$100.

Exhibitors are responsible for bringing suitable equipment to clean out stables.

Bins will be available at the end of stable blocks for exhibitors to deposit animal waste during their stay. Animal waste and shavings are to be removed from the stables and put into bins each morning by 6am to allow for laneway cleaning and waste removal.

Pavilion cleaning will occur between 6am – 7am each morning and lanes should be cleared of horses and people during these times.

### Measuring

All horses entered in a class where a height is stipulated require a valid measuring card (excluding Heavy Horses). Melbourne Royal is accepting Show Horse Council and Equestrian Australia Height Cards. Exhibitors with horses that need to be measured during the Melbourne Royal Show are to book a time to be measured. Bookings be made with the Official Measurer on arrival.

The measuring stand is located in the Horse Pavilion (Building 2) and will be open during the following times:

Date	Times
24 Sep	4pm – 5pm
25 Sep	7am – 9am
27 Sep	4pm – 6pm
28 Sep	4pm – 6pm
29 Sep	4pm – 6pm
30 Sep	7am – 9am
1 Oct	4pm – 6pm
2 Oct	7am – 9am

Melbourne Royal are accepting Show Horse Council and Equestrian Australia height certificates, present current height certificate to the Official Measurer for the neck number to be stamped.

Refer to the 2025 Horses in Action Schedule for measuring regulations.

### Horse Washes

There are three horse washes located on the northern end of the Livestock Pavilion. A further three horse washes are located in the Langs Road Horse Pavilion.

### Exercise Arena

All horse movements will be within controlled areas which are not accessible to the public. Member or Exhibitor Passes will need to be shown to gate attendants to access restricted areas.

The exercise and marshalling area is under the control of the Horse Superintendent, Mounted Marshals and Melbourne Royal staff.

Lunging limits of 1 hour per horse will be in place and strictly enforced. All exhibitors must follow the direction of Horse Superintendent, Mounted Marshals and Melbourne Royal Staff.

All exhibits are to wear their exhibit number whilst in the exercise arena, Main Arena or any marshalling area and must comply with directional signage and Melbourne Royal staff. Failure to wear the correct neck number and comply with directing may result in the elimination of the offending exhibitor.

Subject to weather conditions, Main Arena track will be available for horse exercise between 6am – 7am daily – track for exhibitors open and timetabled grass arena familiarisation for Garryowen Competitors only. No lunging is permitted on the Main Arena. Horse exercise times are available from the Horse Superintendent's Office.

### **Lockers**

Lockers are contained in the Horse Pavilion and are 1.8m by 2.4m. Each locker contains an individual light. Lockers do not contain power points or have individual roofs. No cooking is permitted inside lockers or the Horse Pavilions.

Locker allocations are provided with collection of Exhibitor Packs on arrival.

Exhibitors are reminded to leave lockers in a clean state and return locker key/s to the Horse Superintendent prior to departure. Failure to do so will result in a \$20 key replacement fee. Exhibitors must abide by any conditions stated on the rear of each locker door.

The following will not be allowed or tampered with

- No power boards or double adaptors to be added into lockers.
- No cooking or reheating appliances inclusive of air fryers and propane cooking appliances.
- No electric blankets, heaters, heated animal bedding.
- No feed and or animal bedding etc to be stored within the locker (this includes light/heavy fuel loads).
- No tampering with the internal lighting installations, smoke alarms or door locks.
- No disconnection and/or removal of smoke detectors – if not working report to super immediately or response warden in your area
- No drugs to be used, carried onsite or within the locker areas.

### **Locker inspections**

Random locker inspections will be conducted for the following reasons: monitoring of increased fuel loading, monitoring of life safety regarding prohibited appliances contained within the locker and general inspections of safety equipment will occur. This will be carried out with two emergency wardens and the Equestrian or Cattle Supervisor in attendance.

Persons found to have breached the regulation of this Melbourne Royal 2025 Exhibitor Manual will receive a warning for first offence (escalation process will follow for non-compliance or ongoing breaches), relevant items confiscated until the end of the show, and/or face fines and penalties as per the relevant legislative codes and acts set out in section 3.0 Acts of Compliance.

### **Toilets and showers**

Toilet and shower facilities will be provided for exhibitors outside each horse pavilion. These facilities are to be shared between all exhibitors.

Additional toilet facilities are located in the truck camping area.

Exhibitors are requested to display courtesy to fellow exhibitors by leaving facilities in a clean and tidy condition.

### **Exhibitor kitchen**

An exhibitor kitchen is available in the exhibitor area and comprises a fridge, instant boiling water unit, and barbeques for exhibitor use. The kitchen is accessible to all livestock and horse exhibitors.

Exhibitors are requested to keep the kitchen facilities in a clean and tidy condition.

Located outside the Livestock Pavilion.

A smaller kitchen is also available opposite the Horse Superintendents Office.



## Structural damage

Under no circumstances must any damage intentionally be caused to any part of Melbourne Showgrounds infrastructure. Persons found to intentionally cause such damage, or fail to report accidental damage, will be removed from Melbourne Showgrounds and will be made accountable to pay the costs incurred to repair any damage.

Examples of potential damage include: hammering nails into walls of lockers or stables, use of screws, nails, tacks, rivets, tape or glue on surfaces, spilling oil on bitumen, tying a horse to fixtures other than the tie up rings on stables.

Please advise the Horse Superintendent of any damage.

## Overnight Security

Any exhibitors requiring access to lockers overnight will require a wrist band from the Horse Superintendents Office. A security guard will be in the locker area checking wrist bands. For your safety, anyone who does not have a wrist band will not be permitted to access the lockers during the times advised.

## 11. Electrical testing and tagging

Under the Victorian Occupational Health and Safety Act (2004), the Royal Agricultural Society of Victoria (Melbourne Royal) has a legal obligation to ensure that the Melbourne Royal Showgrounds are operated safely and without risk to the health and safety of all exhibitors, general public, Melbourne Royal Staff and Melbourne Royal Casual Staff through the duration of the Melbourne Royal Show.

WorkSafe Victoria advises that electrical safety testing and tagging for all plug-in equipment falls under the general obligations of Section 21(2)(a) of the Act.

As a result, Melbourne Royal requires that all electrical equipment to be used onsite during the Melbourne Royal Show is to be tagged and tested and must carry a current safety tag.

Testing and tagging of electrical equipment can be done prior to arrival at the 2025 Melbourne Royal Show by a provider of your choice.

A testing and tagging service will be provided for horse exhibitors and tagged items will be valid for a period of 12 months. Testing and tagging will take place near the Horse Superintendents Office. Times will be available from the Superintendent's office.

## 12. Exhibitor shuttle bus

A free shuttle bus service will be in operation during all arrival and departure times. The bus will operate in a loop from the Exhibitor River Truck Park on Fisher Parade, along Leonard Crescent, stopping at the Truck Park, to the Livestock Pavilion.

Please refer to the exhibitor map showing the designated pick-up and drop-off points.

Once you have unloaded your vehicle inside the Pavilion, collected your Exhibitor Pack containing your truck parking pass and park your truck in the designated truck park, you can be collected from the designated Pick Up Point and brought back to the Pavilion.

## 13. Exhibitor functions

Melbourne Royal will host exhibitor gatherings at the following times:

- 6.00pm on Thursday 25 September  
Show Jumping drinks in the Blue Ribbon Bar
- 6.30pm on Saturday 27 September  
Clydesdale drinks in the Blue Ribbon Bar
- 6.00pm on Wednesday 1 October  
Garryowen Draw in Victoria Pavillion
- 7:00pm on Thursday 2 October  
BBQ in the kitchens near the Livestock Pavilion

All exhibitors are welcome to attend.



## 14. Competition procedures

### Ring attire

All Exhibitors entering the Main Arena must wear appropriate attire including helmets whilst mounted.

### Exhibitor stables & lockers

To the satisfaction of the Horse Superintendent, each Exhibitor must keep the area allocated to them and their equipment in a clean and proper condition.

### Marshalling

All exhibits must be marshalled in the area directed by the Horse Superintendent or Mounted Marshall.

Exhibits will be led onto the Main Arena by the Mounted Marshall as the prior class is being sashed. All exhibits must be ready for marshal fifteen minutes prior to the scheduled time for the commencement of the event. Each class will be led onto the Main Arena as one group. Once the class has entered the Main Arena and the gate is closed, the gate will not be reopened for late exhibits and classes will not be held.

A call 20 minutes prior to each class will be made over the exhibitor PA system, giving exhibitors a 5 minute warning to present to the Marshalling Area.

### Non-attendance

Exhibitor's unable to present to accepted classes for any reason must notify the Horse Superintendent in writing of the withdrawal no later than 5pm the day prior to the class commencement.

### Turnout scores

Turnout scores will be available from the Horse Superintendent's Office by 5pm following the completion of the class.

### Workouts

Turnout workouts are available from Monday 29 September at the Horse Superintendent's Office. This applies to the Garryowen Equestrienne Turnout, Esquire, K.G. Luke and Pemberton Turnouts.

## Withdrawals

Withdrawals prior to the Melbourne Royal Show can be made in writing and submitted to the Melbourne Royal Equestrian Section. Please provide exhibitor name, horse name, class/es withdrawing from and reason for withdrawal accompanied by a vet or medical certificate.

Withdrawals received prior to 5pm Friday 29 August may be eligible for a refund of stable, locker and parking fees paid. **No refunds will be issued after this date.** Refunds will be issued at the discretion of Melbourne Royal upon written notification accompanied by either a veterinary or medical certificate.

Withdrawals during the Melbourne Royal Show are to be submitted to the Horse Superintendent's Office no later than 5pm the day prior to the class scheduled commencement time.

## 15. Animal health and biosecurity

The Melbourne Royal Veterinary Panel representative/s will be available from 9am on Wednesday 24 September until 12pm Monday 6 October.

The Melbourne Royal vet can be contacted through the Horse Office during opening hours and after hours through the Melbourne Royal Event Operations Centre (EOC) on 03 9281 7400.

Note: Exhibitors will be charged for any services provided both during the day and after hours. A substantial fee applies for all after hour's veterinary services.

### Health declaration

Horse exhibitors are required to complete a Health Declaration for all horses entering Melbourne Showgrounds. Forms are to be completed via email through DocuSign. **No horse will be permitted entry without the Health Declaration form received by 14 September 2025.**

## Monitor horses health

- Exhibitors should not embark on their journey if they think the horse is not well regardless of the illness;
- Exhibitors should ensure that they are informed about the health of other horses on the property of origin and not embark on their journey if their horse has been in contact with sick horses regardless of the illness;
- Exhibitors should monitor their horse's health whilst at the event and not leave the venue if the horse falls ill until a veterinarian has assessed the case;
- Exhibitors should notify an event official if they suspect their horse is ill and isolate sick horses promptly. Any equipment that has been in contact with the sick horse should be kept separate and the handler should avoid touching other horses;
- Ensure that accurate tracing details are provided on the Health Declaration;
- Take your own tack or equipment and avoid sharing with other participants;
- Bring own feed bins and water buckets;

## 16. Melbourne Royal membership services

Membership service can be obtained from Melbourne Royal Centre, Level 1, Reception Area from 8.00am to 6.00pm.

## 17. Free wi-fi and live stream of Horses in Action

Free wi-fi is available throughout the horse precinct for horse exhibitors. Exhibitors can use any wi-fi enabled device to connect including laptops, smartphones or tablets.

A live stream of the Horses in Action program is available at [royalshow.com.au/watch-live](http://royalshow.com.au/watch-live).

## 18. Food outlets

There are several dining options at this year's Melbourne Royal Show including:

### Catering outlets

There are a variety of catering outlets around Melbourne Showgrounds which are open during the Melbourne Royal Show. Catering outlets serve breakfast daily from 7am.

### Melbourne Royal Members Bistro

The Melbourne Royal Members Bistro is located on the corner of Royal Block and is open from 11.00am – 9.30pm daily.

Bookings are required.

### Blue Ribbon Bar

The Blue Ribbon Bar is located in the Livestock Pavilion. Hot food, cold drinks and award winning livestock. Open 11.00am - 7.00pm

### Country Women's Association (CWA)

The CWA is located in the Public Stand and is open from 9.30am – 6.00pm daily.

### Coca Cola Eat Street

Located next to the Main Arena, Eat Street provides a range of multitude of international cuisine. Treat your tastebuds to a culinary trip around the world. Open 9:30am – 9.00pm daily.

### Local shopping

The nearest supermarket is located at Showgrounds Village adjacent to Melbourne Showgrounds Gate 1. This precinct also has a Brown Gouge dry cleaning service.

## 19. Feed store

Bickleys is proud to be the official feed supplier of the Melbourne Royal Show stocking a range of quality hay, feed and bedding.

Orders can be placed at the store on arrival.  
Cash sales only – no accounts.

Conveniently located opposite the Horse Superintendent's Office.

## 20. Opening times

The Melbourne Royal Show will open from 9:30am – 9.30pm daily.

## 21. First aid

Medical Edge will provide first aid services at the Melbourne Royal Show. Should first aid be required immediate contact should be made to the Event Operations Centre (EOC) on 9281 7400 or directly to a First Aid post.

First Aid facilities are located at the following locations:

- Edge of Main Arena
- Underneath Pie in the Sky
- Entrance to the Show near Gate 11
- Entrance to Show from Gate 8
- Adventure Carnival (Horse stables end)

## 22. Smoking

The Melbourne Royal Show Grounds is a smoke free zone. **NO SMOKING PERMITTED**

## 23. Fire prevention

Cooking in lockers and/or pavilions is not permitted at any time. No electrical items are permitted in lockers or pavilions at any time.

## 24. Scooters and electric bikes

Use of electric scooters, bikes, mini electric cars and the like are not allowed in the cattle and horse areas due to safety of occupants and animals.

## 25. Security

### Bag checks

As part of Melbourne Royal's ongoing commitment to providing a safe and comfortable Show experience for all attendees, every person who enters the Melbourne Royal Show will be asked to present their bags for checking at gates prior to entry.

All exhibitors, contractors and staff are encouraged to allow extra time for bag checks, have bags ready for inspection on arrival and are reminded not to leave bags unattended or unsecured.

Your cooperation and assistance in ensuring a quick and simple process is appreciated.

### Valuables

Due to the large number of visitors to Melbourne Showgrounds over the course of the Show, all contractors, exhibitors and staff are encouraged to refrain from bringing valuable personal items to the event.

If you are required to bring valuable personal items onsite, it is recommended they are kept with you at all times or secured out of communal areas and not within public view.

Valuable personal items brought onsite at the responsibility of the owner and not of Melbourne Royal.

## 26. Pets and companion animals

Pets and companion animals are not permitted on Melbourne Showgrounds or Truck Camping, other than those entered in competitions or exhibitions, which are restricted to occupy particular areas.

## 27. Results

Class results will be published online within 24 hours following the award presentations at [my.melbourneroyal.com.au/results](http://my.melbourneroyal.com.au/results).

Turnout scores will be available to collect from 5pm the day of judging from the Horse Superintendents Office.

## 28. Prize money and prizes

Prize money owing to Exhibitors will only be paid by direct bank deposit. Prizemoney will be paid after the final day of Show. It is the responsibility of the Exhibitor to carefully ensure that bank details supplied during the entry process are correct. All bank details including Account Name, BSB and Account Number must be supplied to Melbourne Royal no later than 5 October 2025. Melbourne Royal accepts no responsibility for the retrieval of payment of prize money in cases where bank account details have been entered incorrectly by an Exhibitor. Melbourne Royal will not reimburse Exhibitors who do not receive prize money due to incorrect bank details supplied.

All non-cash prizes are to be collected from the Horse Superintendents office by 3pm on Sunday 5 October (last day of show).

## 29. Drugs and alcohol policy

### Policy

It is the policy of Melbourne Royal that there must be zero impairment to work performance and to the safety and well-being of anyone working at or visiting Melbourne Showgrounds arising from the use or abuse of alcohol or other drugs. The possession, distribution and use of illegal drugs while engaged on Melbourne Royal business or otherwise on Melbourne Royal premises is strictly prohibited.

### Application

This policy applies to all performers, exhibitors, suppliers, consultants and other contractors engaged by Melbourne Royal.

## Definition of “drugs”

Drugs are defined in the Policy as substances or medications capable of causing dependency, alteration of mood or impairment of judgment, concentration or coordination. They include (but are not limited to):

- Illegal drugs;
- Unauthorised prescription medication; and
- ‘over the counter’ substances or medication that is misused, used contrary to, or in excess of, the manufacturer’s instruction or recommended dosage.

## Prohibited conduct

The following conduct is strictly prohibited while engaged on Melbourne Royal business or otherwise attending Melbourne Showgrounds:

- The misuse of prescription medication.
- The use, consumption, possession, distribution or sale of illegal drugs.
- The unauthorised use, consumption, possession, distribution or sale of alcoholic beverages.
- Being unfit for work because of the influence of drugs or alcohol.
- Endangering the safety of anyone working at or visiting the Showgrounds.
- Possible removal from site due to behaviour for short term or permanent period.

## Liquor licensing laws

Melbourne Royal must comply with liquor licensing laws and as such consumption of alcohol can only occur in licensed premises.

In compliance with liquor licensing laws, no alcohol can be brought onto the Melbourne Showgrounds other than by authorised catering licensees.

Performers, exhibitors, suppliers, consultants and other contractors are not permitted to

- bring alcohol into Melbourne Showgrounds; or
- to consume alcohol in Melbourne Showgrounds, unless agreed otherwise with Melbourne Royal.

Intoxicated and abusive persons will be removed from site temporarily or for entirety of show.



### Notification of use of medication

Suppliers, contractors, performers or exhibitors are responsible for notifying their Melbourne Royal contact, prior to commencing work, if they have been prescribed medication that may, in any way, affect their ability to perform their duties.

### Action for breach of policy

The Policy is an integral part of our workplace health and safety obligations and non-compliance is viewed as a serious matter.

Where Melbourne Royal has reasonable grounds to suspect a supplier, contractor, performer or exhibitor is under the influence of drugs or alcohol in breach of the Policy, Melbourne Royal may, amongst other things:

- Immediately remove the supplier, contractor, performer or exhibitor from Melbourne Showgrounds;
- Immediately terminate the contract under which they are engaged;
- Where applicable, notify the supplier, contractor, performer or exhibitor's employer of the breach or suspected breach; and
- Hold the supplier, contractor, performer or exhibitor liable for any costs incurred by the Melbourne Royal as a result of termination of their contract.

Any concerns regarding potential breaches of or grievances in relation to, the Policy should be directed to the Manager, Human Resources.

The Melbourne Royal will report to the police any performers, exhibitors, suppliers, consultants and other contractors found at Melbourne Showgrounds to be in possession of illegal drugs or supplying or distributing illegal drugs to others.

## 30. Acts of compliance

**ALL** exhibitors and overnight accommodation occupants must adhere to the following fire and emergency regulations, codes & standards relevant within the sections listed below. Exhibitors and overnight accommodation occupants **MUST** abide by these requirements and the warden's inspections and directions provided under the following imposed provisions for life and property safety.

- Building Code of Australia
- Victorian Building Regulations 2018
- Australian Standard AS3745-2010 – Planning for Emergencies in Facilities
- Australian Standard AS1851 – Maintenance of Fire Protection Systems & Equipment
- Fire Rescue Victoria Act 1958
- Dangerous Goods Act 1985
- Victorian Occupational Health & Safety Act 2004
- Australian Standard 1667.2 – Management & Storage of combustible recyclable & waste materials
- Australian Standard AS2444 – Portable Fire Extinguisher & Fire Blankets
- Environmental Protection Act 2017 – EPA Victoria



## FACILITIES KEY

	Food		Wheelchair Hire		ONCALL Sensory Lounge		Taxi Rank
	Public Bar		Mobility Scooter Charging Station		Lost Persons/Property		Members Seating
	Animals		Phone Charging Station		ATM		Pram Parking
	Toilets		First Aid		Locker Hire		FMX Stunt Show
	Accessible Toilets		Police		Water Station		Fireworks
	Changing Places Toilet		Information		Ride Redemption		Woodchop
	Rides		Parents Room		Prayer Room		Jaws Great Escape
			Accessible Parents Room		Chill Out Zone		Racing Victoria's Off The Track Program Stable Tours

	Farm Animal Trail Collection Point
	Community Group Performances
	Farmers BBQ
	Boombox
	Haybale Animals Photo Opportunity
	Parking
	Accessible Parking

	Train Station
	Tram Stop
	Country Women's Association Café
	Royal Café
	Melbourne Royal Members Bistro
	Membership Services (upstairs)
	Wonder Pie in the Sky

**ONCALL Sensory Lounge**  
Lounge with sensory activities,  
staffed by qualified ONCALL personnel.





# MELBOURNE ROYAL HORSES IN ACTION



For more than 175 years, Melbourne Royal has been inspiring excellence in agriculture and food production.

In this pursuit of excellence, Melbourne Royal conducts a range of world-class agricultural and leisure events throughout the year.

For more information, visit [melbourneroyal.com.au](http://melbourneroyal.com.au)

## Contact us

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