



HIRER/USERS OF THE SYDNEY SuperDome GRAND FOYER & MAIN CONCOURSE TERMS AND CONDITIONS OF OPERATION

In the interest of ensuring your safety within our venue and providing the best possible service to you and your team to ensure a successful event experience, we ask for your co-operation in adhering to the following Terms and Conditions of Operation of the Sydney SuperDome Grand Foyer. Please note, as a hirer it is your responsibility to ensure all third party contractors, exhibitors, staff or any other personnel involved with your event operation are informed of the Terms and Conditions outlined below.

GENERAL

- The Sydney SuperDome is a non smoking venue.
- Under no circumstances are chewing gum or stickers permitted to be used or distributed within the venue.
- The Sydney SuperDome is monitored by 24hour CCTV Security Cameras.
- The Sydney SuperDome Grand Foyer floor is a commissioned piece of art for the Sydney 2000 Olympic Games and must be protected at all times. Your care with this surface is greatly appreciated.
- Whilst the Sydney SuperDome is monitored by 24 hour CCTV Security Cameras, the Sydney SuperDome, nor any of its staff, employees, agents or other representatives shall be held accountable for, or be liable for, any damage, loss, harm or injury to any user or any property of the user brought into the venue prior, during or after the event has concluded.

SECURITY/ACCREDITATION

In the interest of security, all event exhibitors, contractors and working personnel are required to wear appropriate accreditation approved by SuperDome Management at all times. Such accreditation will be issued at the point of entry to the venue.

ACCESS POINTS

All doors of the Grand Foyer are alarmed at all times and must not be opened unless in the unexpected event of an Emergency Evacuation. During Bump In/Bump Out Days an allocated set of Loading Doors will be opened and manned by a SuperDome Security Guard provided by the hirer. All deliveries, loading and unloading of equipment must only be undertaken through the allocated set of loading doors. This includes all vehicles. The approximate size of the Loading Doors is 5.2m width x 3.4m height.

LOADING/UNLOADING/DELIVERY CONDITIONS

Access to the allocated set of loading doors outlined above can be made externally to the venue by vehicle subject to the following conditions.

- All requirements for deliveries to these doors must be communicated to the appointed SuperDome Event Controller at least 7 working days in advance of the event by the event hirer.
- All vehicles are required to access the SuperDome Delivery Zone via Edwin Flack Avenue.
- All vehicles must drive in a safe manner at a maximum speed of 5km/h with hazard lights on whilst moving across the plaza to the SuperDome Delivery Zone.
- Vehicles with a weight in excess of 5 tonne are NOT PERMITTED on the plaza area. Such vehicles must unload their deliveries through the SuperDome Loading Dock located on Edwin Flack Avenue.
- There is a maximum unload time of 30 minutes permitted per vehicle to unload/load equipment. After this time all vehicles are required to park in the adjoining P1 carpark building at a rate of \$3.00 per hour to a maximum of \$15.00 per day. Failure to do this may result in an infringement notice being served by the Sydney Olympic Park Authority (SOPA) Rangers. Should additional time be required to load or unload equipment, a request must be made to the SuperDome Security Guard controlling access through the Loading Doors.
- If a forklift/forklifts are required to be used for the loading/unloading of equipment in the allocated delivery zone external to the SSD Grand Foyer, in the interest of safety the immediate work area is required to be sectioned off with barriers. Should you require the use of SSD barriers, please inform the allocated SSD Event Controller at least 7 days in advance of the event commencing.

MOVEMENT OF EQUIPMENT

Under no circumstances is any equipment, stands, boxes or pallets to be dragged across the Grand Foyer floor at any time. Any metal or sharp objects must not be placed directly on the floor. Carpet tiles are available upon request from the venue. If unsure as to whether your equipment requires some additional protection for the floor, you MUST check with the nominated SSD Operation's employee who will be made known to you for advice and assistance during the operation of your event.

USE OF TAPE

Any cords or equipment that are required to be taped to the floor must be done so using the SSD approved terrazzo tape. This tape is available for purchase from the SuperDome at \$16.00 + GST per roll. (25m-Black Only). Under no circumstances is full strength gaffa tape to be used. This tape will cause substantial damage to the surface resulting in charges to the hirer.

LEDGES

Under no circumstances is anything to be placed on the ledges above the doors of the Grand Foyer unless specific approval is granted from the SSD Operations Department. Walking, hanging and climbing on these ledges is strictly prohibited.

PLACEMENT OF ANY SIGNAGE ON EXISTING SUPERDOME FIXTURES

Any signage that is required to be displayed on existing SuperDome fixtures must be done so using blue tack only. Such signage and blue tac is required to be removed at the conclusion of each event. Failure to do so will result in charges to the hirer.

FLOOR WEIGHT RESTRICTIONS

The following weight restrictions apply to the SuperDome Grand Foyer Floor. For any weight loadings that exceed the weight restrictions outlined below, approval for positioning must be sought from your nominated SSD Operations assistant.

Superimposed Dead Load	250kg per square metre
Live Load	500kg per square metre

RIGGING

Any overhead rigging that is required to be undertaken must be approved by the SSD Operations Department and will be subject to the following conditions:

- All rigging must be carried out by Pollard Productions. Please note, 7 days advance notice is required for any rigging activity.
- A 14m boom lift will be required to carry out any overhead rigging. The approved boom lift will be hired by the SSD and charged to the hirer at an approximate cost of \$750 - \$1000 per day + GST.

USE OF FORKLIFTS

Electric power forklifts with white non marking tyres ONLY are permitted on the Grand Foyer floor. An SSD forklift can be hired in advance at a cost of \$250.00 + GST per day plus operator. Please note, 7 days notice is required for the use of any SSD forklift. Should you wish to supply your own forklift and driver, please request a copy of the SuperDome Policy and Procedure for Forklift Operation within the venue.

AIR CONDITIONING DUCTS

Under no circumstances are any air conditioning outlets to be obstructed at any time within the Grand Foyer.

BALCONY HANDRAILS

Under no circumstances are any items/signage to be attached to the balcony handrails at any time without the prior approval of the SSD Operations Department.

MOTOR VEHICLES

All motor vehicles displayed within the venue must conform to the following conditions:

- 1 All vehicles must have a full tank of petrol.
- 2 All vehicles are required to have a drip tray underneath the engine.
- 3 Older model vehicles are required to have their batteries disconnected.
- 4 An identity tagged set of keys to each vehicle is required to be left at the SuperDome Security Control Office.
- 5 Under no circumstances are vehicles to be detailed on the Grand Foyer floor.
- 6 If a vehicle is required to be stored in the venue overnight, a security guard is required and will be charged to the hirer.

POWER

There is a limited amount of 3 Phase and Single phase power available within the SuperDome Grand Foyer. All power requirements for each event are required to be confirmed to the allocated SSD Event Controller at least 7 working days in advance of the event. Charges may apply for electrical equipment and labour above standard requirements.

STORAGE

Storage space within the venue is strictly limited. If any storage is required prior, during or after the event, this must be arranged in advance with the allocated SuperDome Event Controller and will only be available depending on space availability. Any items left behind after an event must be collected within 24 hours or will be deemed to be abandoned and will be disposed of at the hirers expense.

INCIDENT REPORTING

It is a mandatory requirement that all personnel including visitors, contractors, or exhibitors working within the Sydney SuperDome report any incidents or accidents to SuperDome Security Control immediately. An incident/accident report form must be completed.

OCCUPATIONAL HEALTH + SAFETY

In the interest of your Occupational Health + Safety, all hirers and users of the venue are required to comply with the provisions of the Occupational Health and Safety Act 2000 and the regulations made there under at all times. All requests made by any SSD staff member in the interest of safety must be adhered to at all times whilst working within the venue.

EMERGENCY EVACUATION

In the interest of all exhibitor, staff and patron safety, under no circumstances are any emergency exit doors, fire hose reel cupboards, WIP Phone cupboards or emergency signage to be obstructed at any time.

In the unexpected event of an Emergency Evacuation, please follow the directions of the Sydney SuperDome Venue Staff and the Venue's Emergency Communication Systems.