IMPORTANT EXHIBITOR INFORMATION

Caboolture Outdoor Adventure plus Home & Lifestyle Expo

27th - 29th November 2026

CABOOLTURE SHOWGROUNDS

Beerburrum Road, Caboolture QLD 4510.

ONLINE EXHIBITOR PORTAL

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Pre-Event Considerations and Must Do's

EXHIBITOR PASSES AND SECURITY

Exhibitor passes are issued individually to each person from your company when they arrive to check in at the event site office. Each Exhibitor is allocated a limited number of free passes, strictly for adult staff members working on your site. Additional passes may be pre-ordered at $5.00 each. Replacement passes may be re-issued on site and will incur a $10.00 administration fee per pass.

Exhibitor Passes are a security item for the protection of all Exhibitors and their belongings. Exhibitor Passes help to prevent unauthorised persons from entering the venue outside of the opening hours. Exhibitor passes are NOT TRANSFERABLE to other staff parties and photographic ID checks may be made at random to ensure the pass relates to the holder. Any pass found to be held by a person not identified as the registered holder of the pass will be denied access and the pass confiscated.

NO CHILDREN PERMITTED (16 years and under) within the venue during set-up or bump-out. Exhibitors requiring access for children during the opening hours of the event will be required to report to the Site Office. Entry into the event precinct will be granted to children via the Exhibitor Gate when accompanied by a registered Exhibitor.

All Exhibitors arriving or leaving the event precinct during the set-up dates, event days and bump-out MUST be wearing their Exhibitor Pass.

CONTRACTORS - those you engage to deliver stock etc. to the event - will receive a Temporary Contractor Pass when they arrive at the Caboolture Showgrounds.

PLEASE NOTE: CONTRACTOR passes are only valid on set-up and bump-out. CONTRACTORS are only those you need to go on site.

DELIVERIES

Accepted after Wednesday 25th November 2026.

Deliveries during set-up and event days can be made to the Site Office when the Exhibitor has completed the necessary **Pre-Event Information Form** located in the Exhibitor Portal. Completing this form authorises Australian Events to sign for and accept delivery of goods. The Exhibitor is responsible for collecting the goods from the Site Office.

No deliveries accepted at the event venue prior to Wednesday, 25th November 2026.

Delivery Label Template:

ATTN: Australian Events (accepting on behalf of COMPANY NAME)

Caboolture Showgrounds,

Beerburrum Road, Caboolture QLD 4510.

Exhibitor Set-Up Times and Information

Tuesday 24th November 2026 - Strictly By appointment ONLY

Wednesday 25th November 2026 - 8:00am to 5:00pm

Thursday 26th November 2026 - 8:00am to 5:30pm

PLEASE NOTE Set-up is not available on Friday Mornings, failure to follow will incur a $300 late fee.

All exhibitors must **WEAR EXHIBITOR PASS, HIGH VISIBILITY VEST AND CLOSED-IN SHOES** during set-up and bump-out.

Children 16 years and younger are ONLY permitted within the venue during public opening hours.

RECOMMENDED WEIGHTS FOR MARQUEES

3m x 3m Marquee: 4 x 40kg Weights required for High Wind Conditions

3m x 6m Marquee: 6 x 40kg Weights required for High Wind Conditions

Arriving on Site at Set-Up

EXHIBITOR ACCESS IS VIA CABOOLTURE SHOWGROUNDS, BEERBURRUM ROAD, CABOOLTURE.

All Exhibitors are requested to check in at the event site office when they first arrive at the venue. Once checked in, Exhibitors will be issued an individual exhibitor pass for all persons present at the time of arrival. Please ensure that **ALL STAFF** and **CONTRACTORS** have photographic ID to enable the process to complete as quickly as possible.

Exhibitors will then be shown to their sites. All sites must be assembled and ready to trade by 5:30pm on the Thursday of the final set-up dates.

PLEASE NOTE: There is no vehicle access on the Friday of the event days and NO ACCESS to the venue outside the Exhibitor set-up times without prior written approval.

Public Opening Hours

Friday 27th November 2026 - 8:30am to 4:00pm
Exhibitor access from 7:00am to 4:15pm

Saturday 28th November 2026 - 8:30am to 5:00pm
Exhibitor access from 7:00am to 5:15pm

Sunday 29th November 2026 - 8:30am to 4:00pm
Exhibitor access from 7:00am to 6:00pm

Marketing Support

We have partnered with **CARAVEL MEDIA**, if you are wanting to book a media marketing campaign that aligns with this event. Please contact Seamus Roche by emailing **seamus@caravelmedia.com.au** or calling **0401 913 666**.

Forms and Tools

Australian Events have created an Exhibitor Portal for exhibitors to find exhibitor information, marketing tools and form links.

EXHIBITOR PORTAL
Click or scan here

Workplace Health and Safety

All Exhibitors must **WEAR HIGH VISIBILITY VESTS AND CLOSED-IN SHOES** during setup and bump-out. Children 16 years and younger are not permitted within the venue during setup and bump-out. High Visibility Vest can also be purchased from the onsite office at a cost of $12.00.

Other Important Information

There is **NO camping** available at this venue.

NO smoking, vaping or e-cigarettes permitted - This is a smoking free event and smoking laws apply.

NO alcohol is permitted to be brought into the precinct due to venue licensing restrictions.

NO helium balloons are permitted at this venue.

As an exhibitor, you are to trade at all times when the expo is open to the public.

Equipment Hire

We have partnered with **QUEENSLAND HIRE** for the 2026 Caboolture Outdoor Adventure plus Home & Lifestyle Expo. If you require any equipment hire or signage, please contact by emailing **hire@queenslandhire.com.au** or calling **1300 507 005**.

Forklift Use

Australian Events provides a **2.5T forklift at all events**, free of charge, for **simple unloading/ reloading of lifting pallets of stock/equipment only** during bump-in and bump-out. Our forklift operator will only operate under the direction of the exhibitor, owner, or delivery driver, who is responsible for ensuring all items are securely tied down and properly covered or protected, as **Australian Events accepts no responsibility for any resulting damage.**

If extended use is required, a minimum fee of $60.00 and additional charges may apply (payable on site). Please call our Head Office prior to the event if you're unsure of your requirements.

Forklift bookings are required, and must be adhered to ensure a smooth process for all exhibitors. **Click Here, to complete the Forklift Booking Request Form.**

Exhibitor Parking

All Exhibitors are requested to park in the provided exhibitor parking areas as directed by traffic controllers. Access to the venue is via Gate A, Beerburrum Road. By entering through the Exhibitor entrances, you will assist with the security of the event and gain access with the least amount of fuss. No Exhibitor access will be available through the public entrance gates.

No Peg Zones

Please note that the venue has some **NO PEG ZONES** due to underground power, hardstand areas, water, and drainage systems, so please **DO NOT** hit any pegs, stakes, screws, or pickets into the ground without first checking with the on site staff. Any damage caused will be at the exhibitor's own expense. We thank you for your assistance.

Power Access

POWER MAY BE ORDERED UP TO 3 WEEKS PRIOR TO THE EVENT, LATE ORDERS INCUR A $50.00 SURCHARGE ON TOP OF STANDARD FEE.

If you require power and did not order it, please see the staff at the event site office.
Power is only supplied to your site between 7:30am and half an hour after public closing time. Power is **NOT AVAILABLE** during set-up or bump-out. 24-hour power access is not available without prior written approval. All electrical items must be tagged with an electrical compliance certificate.

PLEASE NOTE: Kettles, coffee machines and heaters are not permitted on site. Some power at this venue may be supplied by generators.

Rubbish Removal

All boxes, packaging, pallets, rubbish etc. **MUST** be removed from your site prior to the event opening time. All rubbish **MUST** be removed from the venue by 10:00am on the Monday after the event days. In the event that Australian Events are forced to remove your rubbish, **YOU WILL BE CHARGED** for the labour and disposal costs. A minimum charge of $120.00 will apply.

Public Liability Documentation

We require a copy of **EVERY** Exhibitor's Insurance; without this you will not be permitted on site. You will be required to email your copy to **reception@australianevents.com.au.** As per our Terms and Conditions, make sure you have public liability insurance that covers you for a minimum of $20 million. You have the option to pay a fee of $165.00 to have Australian Events insurance cover you for this show.

Assistance at the Event

If you have any issues at the event that need to be resolved or need clarification, please visit the event site office and inform the event managers.

Exhibitor Bump-Out Times and Information

All Exhibitors may remove stock and displays from the venue after the close of the event and when the Operations Manager or authorised staff member declares it safe to start bump-out and to allow vehicle access. Do not pack up early, no stock or vehicles will be allowed to be removed from the venue until after the close of the event.

Sunday 29th November 2026 - 4:15pm to 6:00pm
Monday 30th November 2026 - 7:00am to 10:00am

FOR LARGE OUTDOOR SITES ONLY

Monday 30th November 2026 - 7:00am to 4:00pm
Tuesday 1st December 2026 - Strictly By Appointment Only

Large outdoor sites All stock, displays and vehicles must be completely removed from the venue by 4:00pm on the Monday after the Event Days. Stock left on site after 4:00pm on the Monday after the Event Days may incur additional rental fees unless appropriate arrangements have been made with the Site Office.

All stock, displays and vehicles must be completely removed from the venue by 10:00am on the Monday after the Event Days.

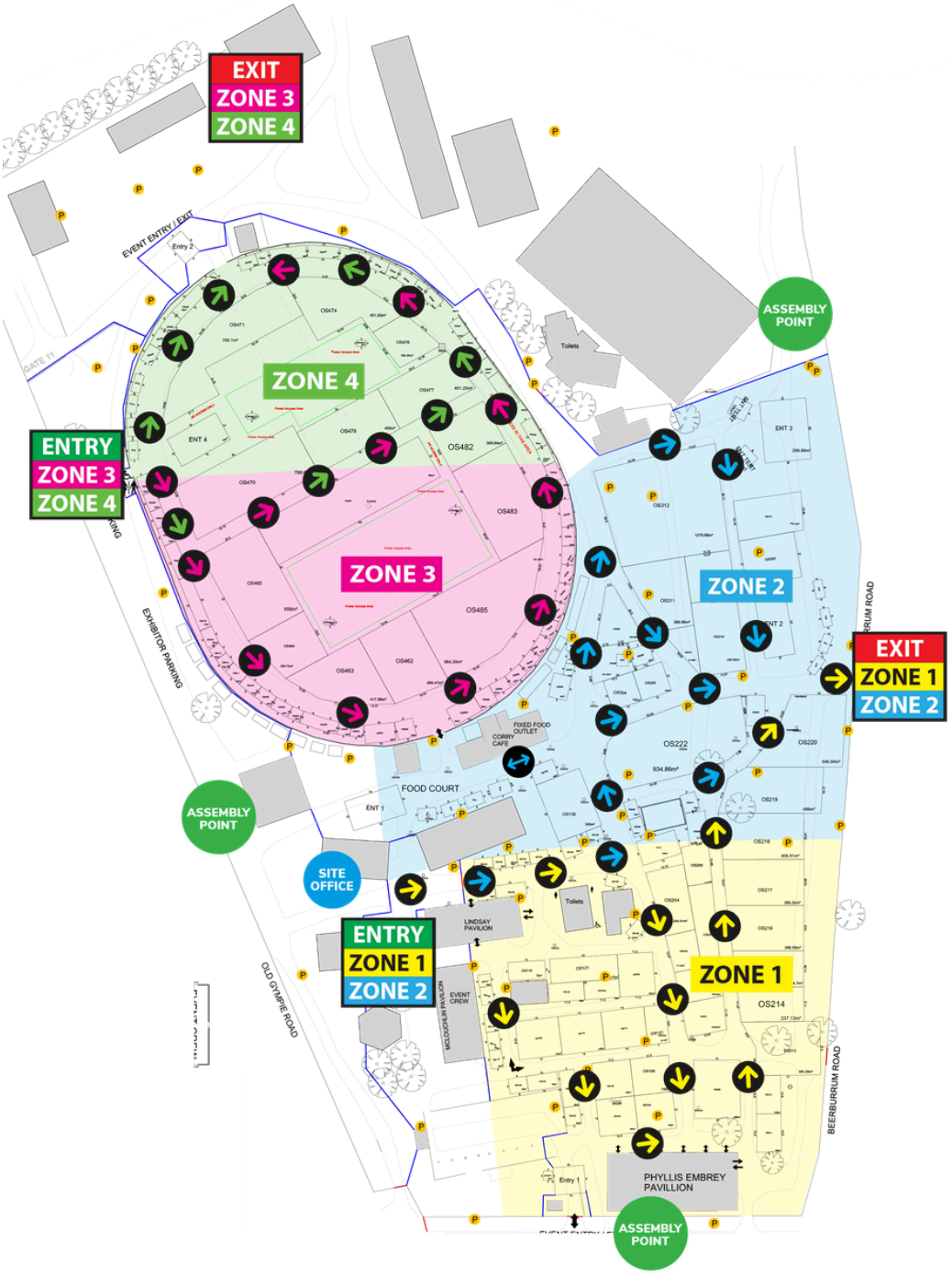
SECURITY WILL CEASE AT 8:00AM THE TUESDAY FOLLOWING THE EVENT DAYS.

DO NOT PACK UP EARLY, no stock or vehicles will be allowed to be removed from the venue until after the close of the event.

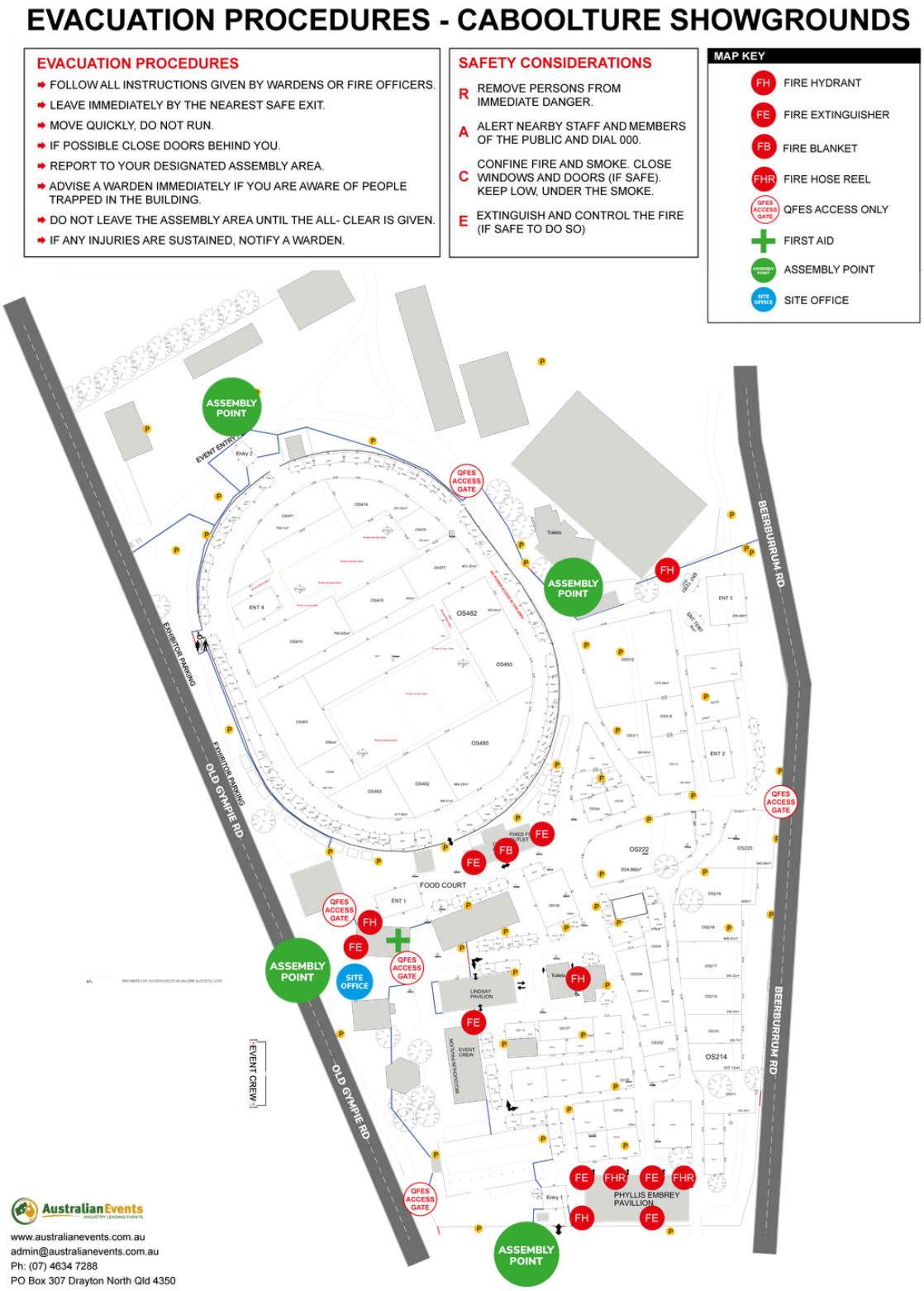
All exhibitors must **WEAR EXHIBITOR PASS, HIGH VISIBILITY VEST AND CLOSED-IN SHOES** during set-up and bump-out.

NO CHILDREN PERMITTED within the venue during set-up or bump-out.

Traffic Flow Map - Caboolture Showgrounds



Evacuation Procedures - Caboolture Showgrounds



Australian Events Contact Details

Freecall 1800 671 588 During business hours (8:30am to 4:40pm) Monday to Friday (excluding public holidays). After-Hours Contact **0407 783 536**

PO Box 307, Drayton North QLD 4350

australianevents.com.au

Event Links

CabooltureExpo.com.au **CabooltureExpo** **CabooltureExpo**

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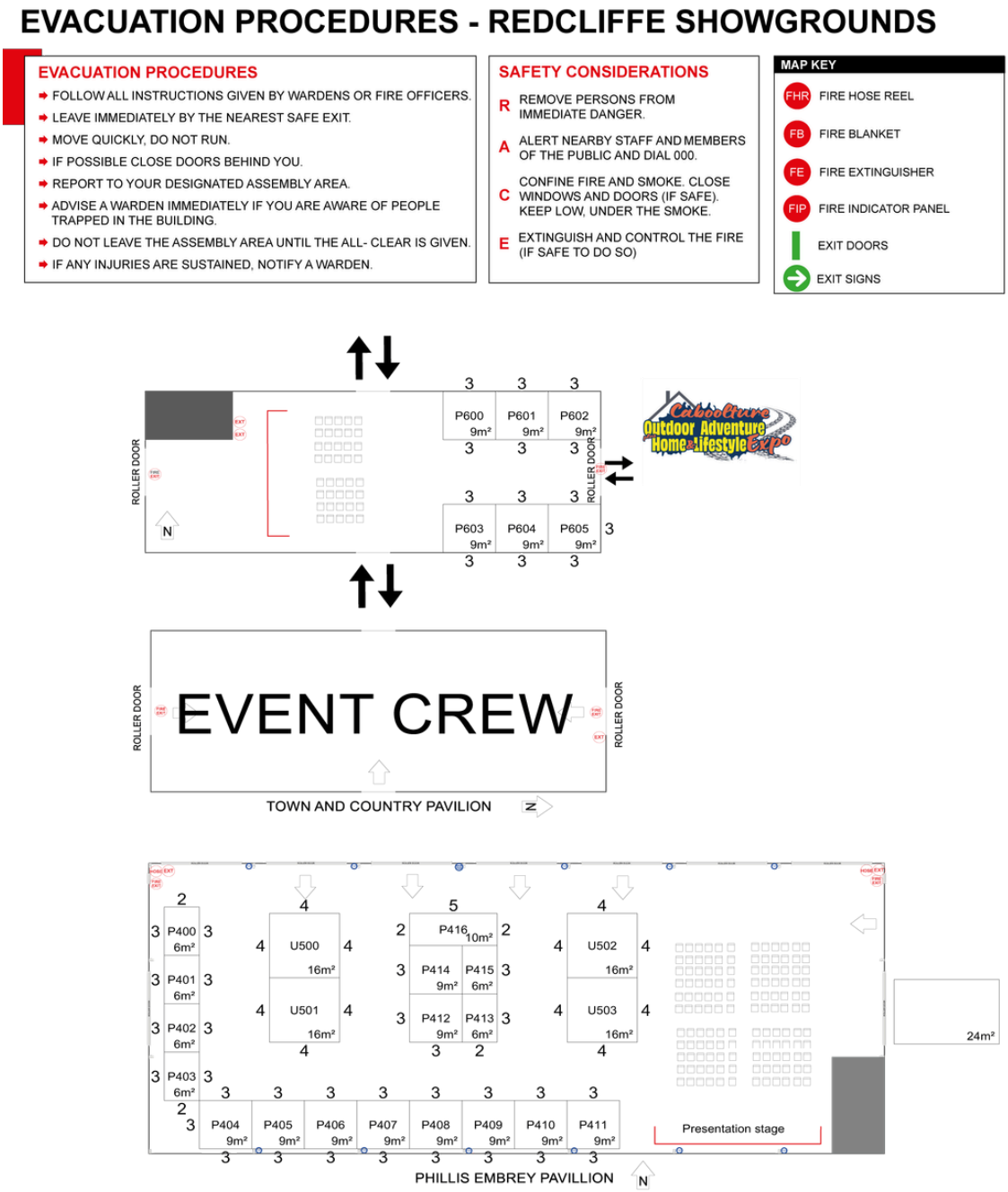

AustralianEvents
www.australianevents.com.au
admin@australianevents.com.au
Ph: (07) 4634 7288
PO Box 307 Drayton North Qld 4350

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