

MOVE-IN PROCEDURE 2025

MANDATORY REQUIREMENTS:

- **COMPLETE VENUE ONLINE OH&S INDUCTION –Only applies to staff on-site during the Move-in/Move-out days.**
- **HIGH VISIBILITY VESTS MUST BE WORN – no exceptions!!**
- **NO CHILDREN U16 ALLOWED IN THE EVENT AREA – no exceptions!!**

The show has venue access from 0700 on Tuesday 21st October, with time needed to undertake the mark out process and give contractors sufficient time to lay stand carpet in Wayville (where ordered) and commence the shell scheme build. Therefore, **exhibitor access to all halls commences from 1pm unless otherwise advised.**

To minimize congestion in and around the halls it is essential that all vehicles are moved to either the Western or Rose Terrace car parks on completion of unloading; Wayville exhibitors are to park directly behind the pavilion.

Be sure to order your vehicle passes on arrival to gain access to automated car parks

ENTRY GATES

KIDMAN GATES - via Greenhill Road or Goodwood Road to Rose Terrace

Jubilee Pavilion, Duncan Gallery & Hamilton Boulevard

(Duncan Gallery exhibitors will be directed to Jubilee Plaza and access through northern doors)

LEADER STREET GATES – via Goodwood Road or Anzac Highway to Leader Street

Wayville pavilion

TIMETABLE

Tuesday 21 October Contractor access from 7.00am
Exhibitor access from 1pm only
 Halls close at 6.00pm

Wednesday 22 October All halls 8.00am to 6.00pm

Thursday 23 October All halls 8.00am to 6.00pm (Booth exhibitor move-in)

NB: Should you need to work outside these hours please contact Premiere Events 08 9386 9666

FORKLIFT

Forklifts will be operating in the Jubilee and Wayville precincts at all times, however, to avoid delays and inconvenience we recommend booking a time slot to assist with the scheduling process.

OH&S INDUCTION – MANDATORY PROCEDURE

It is a condition of working or operating within the Adelaide Showground to complete the venue's fully audited online safety induction process, applies to staff working **move-in/out days only**. The process takes approximately 20 minutes and a numbered pocket size induction card is issued via email to sign and carry with you at all times.

For the online safety induction please use this link - [Adelaide Showground General Safety Induction Link](#)