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UPINGTON AGRICULTURAL EXPO 31 MAY – 2 JUNE 2018

THANK YOU FOR CHOOSING THE UPINGTON EXPO AS YOUR WINDOW OF DISPLAY

Tel: (054) 331 2105

Bank Details:

Upington Landbou Expo
First National Bank - Upington
Acc nr: 62032409428 / Branch 230 604
VAT nr:4170118444
PLEASE E-MAIL PROOF OF PAYMENT!

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PLEASE MARK STALL YOU REQUIRE WITH A "X"

"X"	STALL TYPE	STALL COST	VAT	DEPOSIT REFUNDABLE	TOTAL COST
	Inside Hall	R180/m ² (VAT included)	Size:	R1 000.00	
	Caravan Food Stall (6m x 6m)	R 2 450.00	+	R 343.00	R 3 793.00
	General Caravan Stall (6m x 6m)	R 1 850.00	+	R 259.00	R 3 109.00
	Permanent Stalls	Enquiries at Expo Office			

ALL EXHIBITOR STALLS MUST BE FULLY PAID BEFORE 30 APRIL 2018!!!

Company name			
Nature of business			
Please provide a leaflet/brochure or illustration of product/service			
Contact person			
Identity number (Please attach a copy of identity document)			
Postal address		Postal code	
Physical address		Postal code	
E-mail address			
Telephone number			
Cellphone number			
VAT number (Please attach a copy of VAT certificate)			
All food and related stalls must attach a copy of their food acceptability certificate			
Vehicle registration number (If you have to deliver goods to stall on a daily basis during Expo)			

VERY IMPORTANT : EXHIBITORS WON'T BE ALLOWED TO SET UP STALLS AFTER 22H00 WEDNESDAY 30 MAY 2018.
I/We hereby confirm that I/we have read and understood the relevant terms and conditions of the Upington Expo. By signing this document I/we agree to adhere and comply with the rules and regulations of the Upington Expo.

SIGNATURE OF APPLICANT

DATE

*** IMPORTANT:** R1000 deposit is payable with application. Any exhibitor who vacates their stand before 21h30 on Saturday 2 June 2018 will forfeit their deposit. This also applies to cancellation of stalls. Deposits will be reimbursed on Sunday 3 June 2018 at 08h00. Applications will be put on a waiting list until payment is received.

UPINGTON EXPO 2018

TERMS & CONDITIONS - EXHIBITORS FOR UPINGTON EXPO 2018

Please take note of the following information before you complete the application form.

1. Only fully completed application forms will be considered.
2. Exhibitors receive 2 entry tickets per stall free of charge. All additional tickets for personnel must be bought.
3. Completion of application form does not automatically guarantee exhibition space. Exhibitors will be selected by composition of products. The Expo management is not obligated to provide any reason for its decisions.
4. The Gordonia Kenhardt Agriculture Society and the Expo management take no responsibility of any kind for damage to property, lost property, stolen property or any injuries. Exhibitors must make provision for own insurance.
5. All exhibits / displays must be ready at 22h00, Wednesday, 30 May 2018.
6. No exhibitor is allowed to occupy any stall / display area before they have not arranged it with staff at the Expo office and can show a valid receipt of payment.
7. No exhibit may be vacated before Sunday, 3 June 2018.
8. When booking is made, a deposit will be charged. If any exhibitor vacates their stand before 21h00 Saturday 2 June 2018 he or she will forfeit their deposit.
9. Deposits will be refunded to exhibitors on Sunday 3 June 2018 at 08h00 or can be transferred to you – please make arrangements with the Expo office personnel and provide your banking details.
10. Each exhibitor is responsible for the general safety in and around his/her stand/stall and must make provision for fire dangers. Each exhibitor must be in possession of a fire extinguisher. Ad hoc inspections will be done.
11. The exhibition hall opens at 08h00 for exhibitors and at 09h00 for the public. On Thursday 31 May 2018 and Friday 1 June 2018 doors will close at 22:00 and Saturday 2 June 2018 at 21:00.
12. **Dangerous items, such as explosive articles, fireworks, crackers, BB guns, laser lights, cap guns and peashooters will not be allowed on the Expo grounds. Expo management reserves the right to remove any articles from the Expo grounds, which might be deemed dangerous or inappropriate.**
13. **No alcohol may be kept or sold by any exhibitor unless licensed and with written permission from Expo Committee.**
14. No one is allowed to sublet, in any form, without the Expo Committee's permission.

15. All moving machinery must be fenced in and secure (as it ought to be). It will be the exhibitor's own responsibility in case of an accident.
16. All exhibitors are responsible for their own display's tidiness and creativity.
17. Electrical Equipment must comply with the local Municipal Regulations and Expo standards. Electrical equipment must be in a working condition and earthed.
18. Only the Expo appointed electrician is allowed to do electrical installations of any kind. Electrical equipment must comply with the local Municipal Regulations and the Expo standards. Each exhibitor will be allocated one 15amp electrical point. Any additional electrical requirements must be given to Expo office and provision for the requirements will be at exhibitor's own cost.
19. No open fires will be allowed.
20. If an exhibitor wishes to cancel their stall, written submissions must be made to Management at least 30 days prior to the Expo. Failure to do so will result in the forfeiture of the deposit and full payment of the stall.
21. Right of admission is reserved.
22. If any exhibitor, exhibitor's workers or exhibitor's agents does not adhere to the Expo's rules, they will be removed and forbidden access to the grounds.
23. Expo Management reserves the right to refuse any exhibit, should it be deemed offensive or inappropriate and / or does not comply with Expo standards.
24. Exhibitors will not be allowed to display their goods, advertising material or notice boards in such a way that it obstructs any light, view, corridors or open spaces, or that it causes discomfort/inconvenience to any other exhibitor or the public.
25. Decorations and advertisements – including flyers and posters will be limited to the exhibitor's own display area. Expo management reserves the right to remove any decoration or advertisement should it be deemed offensive or inappropriate. Two banners and two teardrops per stall may be erected on show grounds. Please advise Expo management as to where the banners may be erected.
26. No collections or raffle ticket sales for charity or any other purpose will be allowed on the Expo premises.
27. Damage – Any exhibitor, who causes damage to property of the Expo, will be responsible for the repair or replacement costs.
28. All food and related stalls must adhere to the provisions and regulations of the Department of Health. A laminated copy of the stall's "Food Acceptability Certificate" must be displayed at all times.
29. No pets are allowed.

Signature - Acknowledgement of receipt and acceptance of these conditions.