

UPINGTON AGRICULTURE EXPO 7,8 & 9 MAY 2009

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

Phone: (054) 331 2105
 Fax: (054) 331 2104

Bank Details: Upington Expo
 First National Bank - Upington
 Acc Nr: 62032409428 / Sort Code: 230 604
 VAT NR: 4170118444
PLEASE FAX US YOUR PAYMENT SLIP!!!

MARK THE TYPE OF STALL YOU WANT TO BOOK WITH "X"

"X"	STALL TYPE	STALL COST	VAT / TAX - 14%	DEPOSITS	
				REFUNDABLE	TOTAL COST
	Hall	Inquiries at Upington Expo Office		500 - 00	
	Caravan Food Stall	2300 - 00	+	322 - 00	3122 - 00
	General Caravan Stall	1460 - 00	+	204 - 40	2164 - 40
	Grass-plot & Industrial	2340 - 00	+	327 - 60	3167 - 60
	Permanent Stall	Inquiries at Upington Expo Office			

ALL PAYMENTS MUST BE DONE BEFORE 1 APRIL 2008 OR CANCELLED

APPLICANT DETAILS:

What kind of product do you sell: _____ I.D. Nr: _____

Name of Company: _____ Phone Nr.: _____

Name of Contact: _____ Cell Nr.: _____

Address: _____ Fax Nr.: _____

VERY IMPORTANT: ALL EXHIBITORS MUST ENSURE THAT STANDS AND DISPLAYS ARE FULLY SET UP AT 22H00 ON WEDNESDAY 6 MAY 2009. NO ONE WILL BE ALLOWED TO SET UP THEIR DISPLAY AFTER THAT TIME!

I / We, hereby, confirm that I / we read and understand the relevant rules and regulations, of the Upington Expo 2009. By signing this document I / we also agree to adhere to and comply with the rules and regulations of the Upington Expo 2009.

 SIGNATURE OF APPLICANT

 DATE

IMPORTANT: R 500-00 deposit is to be paid with application. Any displayer who vacates their display before 22h00 on Saturday 09 MAY 2009 will loose their deposit. Deposit will be returned to displayer on Sunday 10 MAY at 08h00. Applications will be placed on a waiting list until full payment is received.

FOR OFFICE USE ONLY

Stall nr: _____ Other: _____ Deposit: R500.00 Receipt: _____

TOTAL: R _____

Stall Cost R _____ Payment Made R _____ Receipt: _____

VAT R _____ Outstanding Balance R _____ Receipt: _____

TOTAL R _____ Payment Made R _____ Receipt: _____

Outstanding Balance R _____ Receipt: _____

UPINGTON EXPO 2009

Important Information – Rules and Regulations

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

1. The Gordonia Kenhardt Agriculture Society and the Expo management take no responsibility of any kind for damaged property, lost property, stolen property or any injuries. Exhibitors must make provision for own insurance.
2. All exhibits / displays must be ready at 22h00 on Wednesday 6 May 2009.
3. 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.
4. No exhibit may be vacated before Sunday 10 May 2009.
5. When booking is made, a deposit will be charged. If any exhibitor vacates their stand before 22h00 on 9 May 2009, he or she will forfeit their deposit.
6. Deposits will be refunded to exhibitors on Sunday 10 May 2009 at 08h00 or it can be mailed to you – please make arrangements with the Expo office personnel.
7. Each exhibitor takes own responsibility for safety on his or her stand/stall. Please make provision for fire safety; each exhibitor must have a fire extinguisher. Ad hoc Inspections will be done.
8. Exhibition halls will open at 09h30 and will be closed at 22h00.
9. Dangerous items, such as explosive articles, fireworks, crackers, BB guns, cap guns and peashooters will not be allowed on the Expo grounds. Expo management retains the right to remove any articles from the Expo grounds, which might be deemed dangerous or inappropriate, in the sole discretion of Management.
10. No alcohol may be held or sold by any exhibitor.
11. No one is allowed to sublet, in any form, without the Expo Committee's permission.
12. All moving machinery must be fenced in as it ought to be, and must be secured. This will be the exhibitor's own responsibility in case of an accident.
13. All exhibitors are responsible for their own display's tidiness.
14. Electrical Equipment must comply with the local Municipal Regulations and Expo standards.
15. Electricity – Only the Expo's appointed electrician is allowed to do electrical installations of any kind.
16. Open fires will not be allowed.
17. If an exhibitor wishes to cancel their stall, written submissions must be made to Management at least 14 days prior to the Expo. Failure to do so will result in the forfeiture of the deposit and full payment of the stall.
18. Right of admission is reserved.
19. If any exhibitor, their staff or their agent contravenes any rules of the Expo, they will be removed and not allowed back on the Upington Expo premises.
20. Expo Management retains the right to refuse any exhibit, should it be deemed offensive or inappropriate and / or does not comply with Expo standards.
21. Exhibitors will not be allowed to display their goods, advertising material or notice boards in such a way that it might obstruct any light, view, corridors and open spaces, or that it might cause any discomfort or inconvenience to other exhibitors and the public.
22. Decorations and advertisements – Including flyers and posters will only be limited to the exhibitor's own display area. Expo Management retains the right to remove any decoration or advertisement, which are deemed offensive or inappropriate.
23. No collections or raffle sales for charity or any other purpose will be allowed on the Expo premises.
24. Damage – Any exhibitor, who causes damage to property of the society, will be responsible for the repair or replacement costs.
25. The decision of the Upington Expo Management is final.