

# Soneike Village Market

IPIC Shopping Centre  
**SONEIKE**

## STALL APPLICATION FORM

**CONTACT PERSON: Velicia le Roux**  
**021 919 6624 / 082 4100 442**

### GENERAL INFORMATION AND CONDITIONS

Soneike Village Market carefully selects products and goods for aesthetic appearance and quality. It is not a flea market.

#### TERRAIN

Attached is a drawing showing the available locations. Extra items, such as electricity and water points are available on request.

#### APPLICATIONS

Correctly completed application forms can be sent to Velicia le Roux on fax number 021 910 4309 or email [market@ipicshopping.co.za](mailto:market@ipicshopping.co.za)

#### ALLOCATION

Applications are selected on the grounds of neatness of infrastructure and variety of products. Main products must be indicated clearly and the main products may, under no circumstances, be changed or other products added without the landlords consent. **The decision of the selection committee is final and no correspondence or discussion will be entered into.** Exhibition material must be named clearly.

#### PAYMENT & COST

Successful applicants can pay a monthly fee of R600, VAT inclusive (R150 x 4 Saturday's) on the first Saturday of each month to Mr. Nico Louw (Ipic's financial representative) who will collect the money from each stallholder on that day. Money can also be paid into Ipic's account (please see details below) and the deposit slip faxed or emailed to Velicia le Roux with the reference number of the stall attached. In the case of cancellation all money will be forfeited. **It is important to use your stall number, which will be allocated to confirm your stall, as reference on your deposit slip.**

#### MOVING OF STALL

The stall can be moved only under exceptional circumstances and with the explicit consent of the Ipic Shopping Centre Management. The lack of customers, low profits or cold weather is not regarded as exceptional circumstances.

#### STALLS MANAGER

A stalls manager will be appointed by Ipic (Pty) Ltd of which you will be notified of from time to time.

#### SECURITY

Ipic Shopping Centre supplies security at the mall but the stall and the contents remain the stallholder's responsibility.

#### VISIBLE LOGO'S

The displaying of the logos of your business / products is limited to the space of your stall. Only logos of the business / product for which you have applied for will be allowed. Marketing material (umbrellas, pamphlets, banners) with unauthorized logos is not permitted.

#### STALL HOLDERS MEETING

A general stall holders meeting will be held every three months. Date, time and place where the meeting will take place will be communicated closer to the time.

#### REGISTRATION & TRADING HOURS

The stalls will be set up by the Stalls Manager from 07:30 to 08:30. Stalls must register and be set up by 08:50 and trade from 09:00 till 14:00 each Saturday.

#### SIZE OF STALLS

2m x 2m Stalls are set out for each stallholder.

#### INFRASTRUCTURE

Stalls are set up and taken down by the Stalls Manager. No stalls will be partitioned off. We only supply agreed space. Exhibitors must equip and partition off their own stalls if they want to. This can be discussed with management. No trailers may form part of the stall. There is no ground cover. Only one trestle table of 2m is supplied for each stall and water. Lights and power points (15amp single phase) can be arranged with management.

#### RESTRICTIONS

Stallholders may sell only products that are listed on the application form.

#### USE OF IPIC SHOPPING CENTRE LOGO AND NAME

Ipic Shopping Centre is a registered trade name and may be used only with the explicit written permission of the owners of the centre. Inquiries may be directed to 'Ipic Management' at e-mail: [market@ipicshopping.co.za](mailto:market@ipicshopping.co.za)

#### TRAVEL & ACCOMMODATION

You are responsible for your own travel and accommodation arrangements.

#### CONTRACT

The contract will be drawn up for a period of 3 months after which you can decide if you would still like to exhibit or not.

## **BANKING DETAILS**

All money due must be deposited in the following account:

**Bank:** Nedbank  
**Account Name:** Ipic (Pty) Ltd  
**Account Number:** 1046364308  
**Branch:** Claremont  
**Branch Code:** 104609

## **GENERAL RULES**

- Own fire extinguishers and fire blankets must be supplied where required.
- Behavior in stalls may not disturb other stalls. The stall(s) of the transgressor will be closed.
- No pets at the stalls.
- Stallholders must keep their stalls clean and neat. Garbage must be placed in black bags.
- No sub-letting of stalls.
- No smoking at stalls.
- Ipic Shopping Centre does not guarantee number of visitors.
- Stallholders who pack up before the time are not entitled to any refund and will not be eligible for participation in the future.
- Problems and proposals must be reported to the Stalls Manager during the day of the exhibition.
- No stalls may be taken down before 14h00 on the day of exhibition.
- Every stallholder to bring their own chairs.
- Food stalls have to apply for their own health certificates and have them readily available every Saturday.

## **APPLICANTS MUST SIGN THIS AGREEMENT**

I accept all the above conditions contained in the application and declare that I will comply with them fully.

I accept that should I break any of the conditions or do not comply with any of them I will forfeit my stall and rent.

### **EXHIBITOR:**

**SIGNATURE:** \_\_\_\_\_

**NAME & SURNAME IN BOLD:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ / \_\_\_\_\_ / **2009**\_\_\_\_\_



**APPLICATION FORM: EXHIBITORS**

**Fax to (021) 910 4309**

CONTACT DETAILS

**1. Name of applicant:**

\_\_\_\_\_

VAT Nr (if applicable): \_\_\_\_\_

**2. Address of Applicant / Business:**

\_\_\_\_\_

\_\_\_\_\_ Postal Code: \_\_\_\_\_

**3. Particulars of contact person:**  
(Decision-maker please!)

First Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Tel:(\_\_\_\_\_) \_\_\_\_\_ Mobile Nr. \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

**4. Particulars of Contact Person at the stall on Saturdays:**

First Name and Surname: \_\_\_\_\_ Mobile Nr. \_\_\_\_\_

\_\_\_\_\_

## DETAILS OF PRODUCT

### 1. Which of the following is the main product?

Food:

Craft:

Other:

Art:

Wine:

### 2. Supply a complete list of all the products you intend on selling, starting with the main product: (e.g. Cold drink - Pepsi.)

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## ADDITIONAL SERVICES REQUIRED

### 3. Number of power points required: (Limited number available)

(Indicate clearly how many power points you need. No multi-plugs are allowed and applicants must apply for each item that needs a plug.)

Do you need additional 15 amp power points:

YES

NO

Do you need a 3-phase power point:

YES

NO

### 4. Water connection point required: (Limited number available)

Do you need a water connection point:

YES

NO

## ENQUIRIES

Direct all enquiries to:  
**Velicia le Roux**

**082 4100 442 / 021 919 6624**

## N.B.

1. Only applications correctly completed and signed will be considered.
2. Payment must be made in full by **1<sup>st</sup> of each month** otherwise allocation will be cancelled.

**ALL APPLICANTS MUST SIGN THIS APPLICATION**

I accept all the conditions as set out in the application form, and declare that all the information supplied above is correct. Should my application be successful, I undertake to pay the stall rent by the 1<sup>st</sup> of each month and to fax the proof of payment to Ipic Shopping Centre at 021 910 4309. If the proof of deposit is not received before or by the 1<sup>st</sup> of each month my stall will be cancelled without further notice.

SIGNATURE: \_\_\_\_\_

NAME&SURNAME: \_\_\_\_\_

DATE : \_\_\_\_\_ / \_\_\_\_\_ / 2009

TEL : \_\_\_\_\_

**APPLICATION FORM: EXHIBITORS**

I confirm that I am reserving the following items and will pay before or on the 1<sup>st</sup> of each month. I apply for the following:

**A stall consists of:**

1. Size as indicated.
2. General Lighting
3. 1 x Power point of 15 amp
4. 1 x Trestle table of 1,8m (no tablecloth)

**Emporium**

**A: Stall Space (See attached floor plan)**

**Courtyard stall:** (2m x 2m)

Quantity @ R150  = R\_\_\_\_\_

**B: Additional power points**

Quantity  15 Amp

Quantity  3 phase

**C: Water point**

Quantity

**Total cost of application: R\_\_\_\_\_**

**PLEASE NOTE:**

An invoice will be issued to you when your application has been approved. Please don't make any payments now.