

Agreement between
NAPIER PATATFEES ORGANISING
COMMITTEE
(The ORGANISERS)

and

(the STALL HOLDER)

ADDRESS: _____

TEL NUMBER: _____

for the use of a stall at the Napier Wine & Patatfees on 16th June 2018, subject to the following conditions:

1. The STALL HOLDER must prepare his own stall on the marked area at the festival area, at his own costs. NO STALLS ARE ALLOWED ON LAWN NEXT TO THE CLUB HOUSE THIS IS RESERVED FOR THE MAIN SPONSORS.
2. STALL HOLDERS will be allocated a numbered plot clearly marked, according to what they are selling. No swapping of plots will be allowed. Stall holders found to be setting up on a plot other than the one allocated to them, will be required to vacate that plot immediately and move to their allocated plot.
3. The STALL HOLDER is responsible for setting up their own stall and also for requesting the provision of power points, if required.
4. The organisers cannot be held responsible for any loss, damage or theft from stalls at any time, and the stallholder indemnifies the ORGANISERS against any claim/s, of any nature and/or reason. The ORGANISERS do not give any warranty or guarantees of any nature whatsoever.
5. It is the responsibility of the STALL HOLDER to break down and clean up their allocated area after the festival. The festival area must be kept neat and tidy at all times.
6. Cost **R350 per 3m x 3m stall** and is payable before or on 15 May 2018
7. Power points are available at an additional cost of R75.00. (Please clearly indicate whether you need a power point as mentioned in the agreements below.) Please bring your own generator in case of power outage.
Stalls must be occupied at all times:

Minimum time: Saturday 16th June, 2018 08:00 – 15:00

8. Stalls must be ready for trade by 08:00 on Saturday 16th June 2018 and no vehicle of any stall holder may be on the premises in the vicinity where the stalls are. **Set up of stalls strictly between 6H00 and 8H00 whereafter all vehicles and trailers have to be removed to parking area.** Vehicles are only allowed during the forementioned hours for delivery.
9. No selling of the following foods, due to sponsor-agreements: raw and grilled snoek.
10. No selling of alcohol.
11. Stalls that prepare and sell food must comply with health regulations in this regard. Please read the guidelines set out below. Your Health Certificate needs to be displayed in your stall while exhibiting during the festival. This certificate can be obtained from the Overberg District Municipality by contacting them on 028 425 1157. Please attach this certificate to your application form.
12. Only legal goods/services may be sold.
13. A Maximum of 3 coffee stalls will be allowed, and will be allocated at a first come first served basis.
14. All applications for a stall/s are subject to approval by the ORGANISERS. Should your application not be approved, any amount already paid to you will be refunded to you.

BANKING DETAILS FOR PAYMENTS:

BANK: ABSA 632005

ACCOUNT NUMBER: 4064839257

Reference: **NAP1 & Your Stall name**

ONLY EFT's WILL BE ACCEPTED

PAYMENT ARRANGEMENTS:

1. **Proof of payment to napierpatatfees@gmail.com**
2. Receipts will be issued on proof of payment. **If you do not use the correct proof of payment on the deposit your stand will not be allocated to you.**
3. The receipt will be emailed to the STALL HOLDER – this must be kept as proof of payment and presented on request at the festival.
4. All payments are payable before or on the 15 May 2018
5. Applications received after the 15th of MAY 2018 will incur a penalty fee of R400.00 per 3m x 3m stall. Stall allocation can not be guaranteed after this date.
6. We regret that NO EXCEPTIONS will be made to the above.

I accept the agreement. I undertake to send my proof of payment with correct reference together with the application form for a stall and any other extra amount payable by e-mail to the Napier Patatfees Committee.

I agree that without my proof of payment before 18 May 2018 I may forfeit my stall.

Signed at on the day of..... 2018

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STALLHOLDER

Signed at NAPIER on the day of..... 2018

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ORGANISER

Guidelines: Food stalls:

1. The surface of the selling and preparation area must be smooth and washable.
2. The working area must be of stainless steel or any rust free material.
3. A rubbish bin with a lid must be provided by the STALL HOLDER.
4. All fresh products must be stored under 10 °C.
5. Cutlery must be kept in a dust-free container.
6. The food products must be kept in a dust-free container.
7. A hand basin for cleaning the materials and the cleaning of hands must be provided by the stall owner. There must be a disinfectant in the water, (preferably a Milton-type mixture).
8. Paper-towel rolls must be available.
9. All products served in plastic/paper or foam must be used only once.
No member of the public should be allowed in the food preparation area of the stall.