

## Kensington Spring Fair 4 September 2011

### Conditions for Stallholders

**NB PLEASE READ CAREFULLY – THESE CONDITIONS ARE ALSO AVAILABLE ON OUR WEBSITE [www.kensington.org.za](http://www.kensington.org.za)**

This Fair will be held on Sunday 4 September 2011, from 9am to 4pm, at Rhodes Park, corner of Milner Crescent and Kitchener Avenue, Kensington.

Stalls are booked on receipt of your completed Booking Form (overleaf) and upon payment of the stipulated fee. Booking closes on Friday 26 August 2011 and no fees will be refunded after this date. **No bookings or payments for stands will be made on the day of the Fair under any circumstances.**

Please read the conditions with special care as no enquiries regarding the conditions will be entertained on the day of the Fair. Signing the booking form will serve as proof that you have read and accepted the conditions contained herein.

#### Size of Stands

Stallholders will be allocated a space of 2,5 metres by 2,5 metres for each table stand booked. You will **NOT** be allowed to use more tables than you have booked for unless you pay an additional fee. **This will not be negotiable.** You may not utilise the space for more tables than you have specified in your booking. The Organisers of the Fair do **not** provide tables nor chairs for these stands. Vendors are to provide their own tables and chairs for their stands.

If you are using a gazebo, a space of 3, 5 metres by 3, 5 metres will be allocated to you. If you have other requirements, please indicate this on the Booking Form.

Larger spaces will be priced on a pro-rata basis. If you require more space on the day than that which you have booked, the respective additional payment must be paid **before** you will be allocated the additional space. **This will not be negotiable**

#### Stall Position Allocation

Stall positions will be allocated in advance. First come, first served.

A grid layout of the stalls will be sent to you after bookings have been made and paid for and a stand has been allocated to you. Bring this with you to the fair as it will assist you and the Marshalls in taking you to your stand more quickly and efficiently. On the morning of the Fair a runner will take you to the Marshall who will show you to your allocated space if you are unable to find it yourself. You may operate only from this position.

Vendors who are **not** bringing gazebos will be given preference in the shaded area under the trees.

All Charity Organisations, schools etc will be contained in one block.  
Food stall vendors will be contained in a food court.

Artists will be contained in an area under the trees.

All other vendors not selling food stuffs and not belonging to a charity organisation, churches or schools will be allocated spaced in the 3 other vendors blocks.

### Food Stall Holders

If you are using any heating device, gas braai, cooking stove, etc. you **must** have a fire blanket or other appropriate approved fire extinguisher available at all times.

This is a condition of our hire of the Park. The Fire Department will not hesitate to close down any stall which does not comply with this regulation and in this case you will forfeit your payment for the stall for the Fair.

All food stalls will be corralled within a Food Court – **no** food stalls will be allowed to operate outside of this Food Court amongst other vendors under any circumstances. Vendors selling sweets or pre-packaged food **not** for consumption at the Fair may be allocated spaces amongst the normal vendors.

No other Vendor will be allowed to sell cooldrinks or water at the Fair. Only the CCPF is allowed to sell cooldrinks at the Fair. Other vendors may sell juice, gingerbeer, homemade non-alcoholic drinks etc.

### Restrictions of Items

You may only sell or distribute items that you have specified on your Booking Form. Special Marshalls will check the goods on sale at your stall against the booking form submitted. Any goods found to be on sale and not submitted in your booking form will be confiscated, to be retrieved from the Organisers after the fair. ***Please be advised that this will be strictly enforced during the 2011 Spring Fair.***

No toy firearms or fireworks may be sold.

No alcohol may be sold.

We reserve the right to limit the number of Vendors offering similar produce, particularly food.

### Soliciting Business

You may hand out pamphlets, solicit members, and publicise your organisation or message ***from your stall.***

You may **not** stop people around the Fair in the aisles or other areas of the Park.

On the day of the Fair you will need to have a booking Booking Confirmation Slip, a signed copy of your Booking Form or proof of payment with you, to gain entrance to the park.

## Set-up

The entrance to the Park for stallholders will be at the corner of Orlando Street and Montagu Street, Kensington and will open at 6 am.

Stallholders may bring their vehicles into the Park upon payment of a R25, 00 entrance fee per vehicle. If you take a vehicle out of the Park before 9 am, you will be refunded the R25, 00 parking fee.

There is parking allocated to vendors in the Vendors Parking area in the Park where you can leave your vehicle all day. The R25,00 fee will cover this. You must remove your vehicle from the sales area of the Fair to the designated parking area before 9 am. **Any Vendor not in compliance with this will be issued with a spot fine of R50-00.**

You must pack and remove all your unsold goods and litter at the close of the Fair at 4p.m. sharp. Vendors who fail to comply will be asked to leave by the JMPD.

Please ensure that you bring sufficient large strong rubbish bags. Vehicles will not be allowed into the sales area of the Fair before 4 pm.