



Napier Patatfees Organising Committee
c/o Wokini Wellness Retreat
PO Box 321
Bredasdorp 7280

Telephone: 071 832 2313

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Agreement between NAPIER PATATFEES ORGANISING COMMITTEE
(*the ORGANISERS*)

and

(*the STALL HOLDER*)

For the use of a stall at the festival on 17th June 2017 subject to the following conditions:

1. The *STALL HOLDER* must prepare his own stall on the marked area at the festival area. 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 plot, according to what they are selling. No swapping of plots will be allowed without consent of the organiser. 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. (Request via Agulhas School of skills.)
4. The organisers cannot be held responsible for any loss, damage or theft from stalls at any time.
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 –R300.00 per stall (an area of 3 m x 3m will be allocated), and is payable before or on 31 May 2017 Power points are available at an additional cost of R50.00. (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.
7. Stalls must be occupied at all times:

Minimum time: Saturday 17th June, 2017 07:30 – 15:00
8. Stalls must be ready for trade by 08:00 on Saturday 17th June 2017 and no vehicle of any stall holder may be on the premises in the vicinity where the stalls are. Vehicles used to bring goods onto the terrain must be parked in the parking area as soon as goods have been delivered.

9. No selling of the following foods, due to sponsor-agreements: coffee, raw and cooked sweet potatoes, raw and grilled “snoek” and “Snoek” and Sweet potatoes.
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.
No stall will be allocated if a valid certificate is not produced.

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.
10. No member of the public should be allowed in the food preparation area of the stall.

BANKING DETAILS FOR PAYMENTS:

CAPE AGULHAS TOURISM

FIRST NATIONAL BANK

ACC NR: 51790012962

BRANCH: Bredasdorp

Ref: Patat Festival

PAYMENT AGREEMENTS:

1. Proof of payment must be EMAILED for “AttentionBrenda Shelley” to: dragonfly9991@gmail.com
2. Receipts will be issued on proof of payment.
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 31 May 2017
5. Applications received after the 3rd of June 2017 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 agreements.

ALL STALL HOLDERS MUST COMPLETE AND SIGN THIS AGREEMENT.

I / We accept the agreement. I undertake to send my proof of payment together with the application form for a stall and any other extra amount payable by e-mail to the Napier Patatfees Committee care of Wokini Wellness Retreat email address: dragonfly9991@gmail.com

I / We agree that without my proof of payment before 31 May 2017 I may forfeit my stall.

Signed at on the day of..... 2017

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SIGNED

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DATE

APPLICATION FORM – STALLS

1. Business Name: _____

2. DETAILS OF CONTACT PERSON:

Name : _____

Surname : _____

Tel : _____

Cell : _____

e-mail : _____

3. Do you need a power point : YES / NO (Only single phase)

4. How many stalls : _____

5. What kind of stall? : Art & Craft _____

Food Stall _____

Clothing _____

6. If any other kind of stall please specify here: _____

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