



## WINDHOEK MARKET

08-09 DECEMBER 2023

THEME: CHRISTMAS IN THE ZOO PARK

*The Gateway to Endless Opportunities*

MARKET

## Application Form: Exhibitors

FULL NAMES AND SURNAME: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

## Apply for your stall (Tick ✓)

Stall Activity	SIZE	Price (N\$)
Arts and crafts	3X3 m	400.00
Farm dairies and products	3X3 m	400.00
Food	6x6 m	400.00
Kiddies activities (jumping castle, mascots, etc.)	3X3 m	400.00
Mobi can beer	3X3 m	400.00
Mobi can cooldrinks	3X3 m	400.00
Secondhand goods sale	3X3 m	400.00
Others (specify):	3X3 m	400.00
Stall Activity		
Corporates	3X3 m	2,000.00
Corporates	3X6 m	4,000.00
Corporates	3X9 m	6,000.00

Kindly indicate what energy source will you use when preparing food?

☐ Fire☐ Gas☐ Electric: Specify equipment) \_\_\_\_\_

CLEARLY DESCRIBE GOODS/SERVICES THAT WILL BE OFFERED:

SIGNATURE OF APPLICANT: \_\_\_\_\_

DATE: \_\_\_\_\_

# MARKET DAY INFORMATION

- The selection committee reserves the right to approve and dis-approve the application.
- Exhibitors will be expected to pay Stalls (registration fee) as above rates.
- The Market will take place on Friday, 8th December 2023, from 09h00-22h00; Saturday, 9th December 2023 from 09h00-22h00
- Exhibitors must ensure that their stands are fully set up and operational by 08h00 daily.
- Exhibitors will receive 2 access cards to be used to do set up from 07h00-08h00 on both days. Security will not allow access without an access card.
- No Exhibitors will be allowed to enter the market for deliveries or set up after 08h00.
- After 08h00 no vehicle entry will be allowed to drop off any equipment/goods/stock.
- All Gazebos must be functional.
- Exhibitors are responsible for the safety of their own products and must pack up and take along their products at the end of each day.
- Exhibitors who sell products not registered for or approved will be removed with immediate effect and cannot claim any refunds.
- Exhibitors must ensure that their stands are controlled, as well as ensuring that their immediate surrounding is kept clean.
- Briefing Sessions will be communicated to the various groups.

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## Enquiries:

Application forms can be collected at Soweto Market, Oshetu Market, Bokamoso Entrepreneurial Centre, Customer Care Centre in Town or requested from [whkmarket@windhoekcc.org.na](mailto:whkmarket@windhoekcc.org.na)

N. Kafita @ Tel: 061 290 3147 / F. Ndengu @ Tel: 061 290 3519 / M Shilongo @ Tel: 290 3611

Application can be emailed to the [whkmarket@windhoekcc.org.na](mailto:whkmarket@windhoekcc.org.na)

## APPLICATION DEADLINE: Friday, 20 October 2023 at 16h00

- Selection of successful exhibitors will take place 23 - 25 October 2023.
- Only successful exhibitors will be contacted 26 - 27 October 2023.
- Successful exhibitors will be issued with an invoice.
- Successful exhibitors to make payment of exhibition space between 31 October to 7 November 2023.
- Late payments after 7 November 2023 **will not be accepted** and you will forfeit the opportunity to exhibit.