



## GENERAL INFORMATION

### APPLICATION FORM:

If your application was unsuccessful please do not re-apply or negotiate. The response received is final. If your application was successful, the signed application form is a binding agreement between the Reitz Landbougenootskap (Bieliemielie) and the exhibitor. The application must be completed in full and returned, together with your 50% deposit to confirm the booking. A copy of your ID Document, as well as photos of your product, must accompany the agreement.

### SETUP:

Exhibitors may set up stalls from Wednesday 21/02/2024 at 08:00. If exhibitors wish to start setting up on Tuesday 20/02/2024 prior arrangements must be made with Mené or Noreen. All exhibitors must be setup and ready to trade by Thursday 22/02/2024 at 12:00. No exhibitors may bring in any stock after 08:00 on Thursday 22/02/2024. No exhibitor may trade from only Friday 23/02/2024 or pack up before Saturday 24/02/2024 at 20:00. Security will be available from Wednesday 21/02/2024.

### BREAKDOWN:

Exhibitors may start clearing stalls on Saturday 24/02/2024 at 20:00 or as stated otherwise. No exhibitor may start clearing stalls before 20:00 on Saturday. All exhibitor stalls must be completely cleared Sunday 25/02/2024 at 10:00. No trading on Sunday.

### STRUCTURES:

No temporary structures are allowed to go over aisles/walkways. Exhibitors or their contractors are responsible for cleaning and removing all rubble and discarded material arising from the construction of a stand. Temporary structures must be safe.

No gazebos/exhibition displays may go over lines/space allocated.

### CLEANING:

Please note that you are responsible to keep your stand neat and clean.

### ACCOMMODATION:

See Bieliemielie website for a list of options <https://www.bieliemielie.co.za/index.php/kontak-ons/akkommodasie>.





## **ELECTRICITY:**

- All exhibitors must bring their own extension leads, which are of a good standard.
- Check that leads, plugs and sockets are undamaged.
- Extension leads must be completely untangled to avoid overheating which can result in power outages.
- No open joints, cables or wiring will be permitted.
- No binding will be allowed.
- No overloading will be allowed.

**If your stand is dependent on electricity, please bring your own generator. Each exhibitor must bring their own extension lead.**

## **TRADING:**

The exhibitor will be compelled to man the exhibition area and to keep the stand open for the public for the full duration of the stipulated hours.

Thursday	22/02/2024	12:00 - 20:00
Friday	23/02/2024	08:00 - 20:00
Saturday	24/02/2024	08:00 - 20:00

## **VEHICLES:**

- Vehicles must be parked at the allocated parking behind the outdoor exhibitors area.
- No vehicle may move around on the premises.
- No vehicle may be parked on the premises, unless the vehicle is part of the exhibition. Parked vehicles will be clamped and a fine will be issued.
- Vehicle stickers must be fully completed so that you can be reached if necessary.

## **SECURITY/ER24 EMERGENCY :**

There will be 24-hour security from Wednesday 21/02/2024 to Sunday 25/02/2024. ER24 will be available from Thursday 22/02/2024 from 08:00 - 22:00.

## **TERMS AND CONDITIONS:**

**(Please take note of all terms and conditions, some have been addressed above as well).**

1. This application form needs to be completed and returned to [uitstallers@bieliemielie.co.za](mailto:uitstallers@bieliemielie.co.za) for approval. If your application was unsuccessful please do not re-apply or negotiate. The response received is final.





## TERMS AND CONDITIONS continued:

2. Exhibitors will be informed via email if the application was successful. Once approval has been received a 50% deposit must be paid within one (1) month of approval to reserve your stand. If the exhibitor fails to make payment within one (1) month of approval, the exhibitor will forfeit allocated stand. The balance must be paid on 30/12/2023. If the exhibitor fails to settle the balance, the exhibitor will forfeit the allocated stand as well as the deposit that was paid. Proof of payment must be sent to [uitstallers@bieliemielie.co.za](mailto:uitstallers@bieliemielie.co.za) or [admin@bieliemielie.co.za](mailto:admin@bieliemielie.co.za).
3. In the event of cancellation, the deposit paid will be forfeited. Should the exhibitor cancel within 30 days of the festival the full amount paid will be forfeited.
4. Industrial Arena exhibitors (A1 - 24) will receive four (4) admission tickets and two (2) vehicle permits.
5. PLEASE NOTE THAT NO VEHICLE MAY MOVE AROUND ON THE PREMISES FROM THURSDAY. IF ANY EQUIPMENT NEEDS TO BE TRANSPORTED IT MUST BE DONE ON WEDNESDAY. NO EXCEPTIONS WILL BE GRANTED.
6. Industrial outdoor exhibitors (B1 - 27), general exhibitors outdoor (U1 - 60) and general exhibitors indoor will receive two (2) admission tickets and one (1) vehicle permit. Vehicles may not move around on the premises.
7. VEHICLES MUST BE PARKED AT THE ALLOCATED PARKING, BEHIND THE OUTDOOR EXHIBITORS. NO VEHICLE MAY BE PARKED ON THE PREMISES. VEHICLES WILL BE CLAMPED AND A FINE WILL BE ISSUED. VEHICLE STICKERS MUST BE FULLY COMPLETED SO THAT YOU CAN BE REACHED IF NECESSARY.
8. Should exhibitors require more admission tickets it has to be indicated on the application form. No exhibitors admission tickets will be sold at the gates.
9. Exhibitors may set up stalls from Wednesday 21/02/2024 at 08:00. All exhibitors must be setup and ready to trade by Thursday 22/02/2024 at 12:00. No exhibitors may bring in any stock after 08:00 on Thursday 22/02/2024. If exhibitors wish to start setting up on Tuesday 20/02/2024 prior arrangements must be made with Mené or Noreen. No exhibitor may trade from only Friday 23/02/2024 or pack up before Saturday 24/02/2024 at 20:00. Security will be available from Wednesday 21/02/2024.
10. Stalls will trade from the time gates open until 21:00 or as stated otherwise.
11. No stands may be shared and no unauthorised entry is permitted. If the exhibitor has entered the premises without approval from the committee, exhibitors will be removed from premises and will not be allowed to take part in the festival in any way going forward.







## **TERMS AND CONDITIONS continued:**

12. Camping will only be allowed on exhibitor stands where permitted. Camping may only be done in a caravan (no front tent) or a tent (no bigger than 3 x 3m). This setup must be neat with no belongings outside of the tent.
13. Exhibitors may start clearing stalls on Saturday 24/02/2024 at 20:00 or as stated otherwise. All exhibitor stalls must be completely cleared Sunday 25/02/2024 at 10:00. No trading on Sunday.
14. All exhibitors are responsible for keeping the area in and around their stalls neat and clean.
15. Bring own extension leads, which are of a good standard. Check that leads, plugs and sockets are undamaged. Extension leads must be completely untangled to avoid overheating which can result in power outages.
16. If your stand is dependent on electricity, please bring your own generator.
17. Please ensure that you have a fire extinguisher and all other relevant equipment to ensure your and other exhibitors' safety.
18. No BB-guns, smoke bombs, laser guns, crackers or any other dangerous products may be in your possession and may not sold. It will be confiscated and a fine of R10 000 will be issued.
19. No exhibitor has the permission to sell, supply or use alcohol in the arena, exhibition area or any stands. The alcohol law forbids it. No spirits (strong alcohol) are allowed at any stands.
20. Written complaints or recommendations can be emailed to [admin@bieliemielie.co.za](mailto:admin@bieliemielie.co.za).

**The VKB Bieliemielie Festival, the organizers, festival committee, sponsors, agents and anyone else associated with the festival will not be held responsible for any theft, damages, injuries, negligence, natural disasters, death or any other occurrences.**

## **BANKING DETAILS:**

NAME OF ACCOUNT: Reitz Landbougenootskap  
BANK: Standard Bank  
BRANCH NO: 055733  
ACCOUNT NO: 040 833 925

Email proof of payment to: [uitstallers@bieliemielie.com](mailto:uitstallers@bieliemielie.com) | [admin@bieliemielie.co.za](mailto:admin@bieliemielie.co.za)

REFERENCE: as stipulated on the invoice.





## CONTACT DETAILS:

Hannelie Cronjé  
Chairperson  
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083 303 6117

Mené van de Venter  
Deputy chairperson | Exhibitors  
uitstallers@bieliemielie.co.za  
083 298 9435

Noreen Hancocks  
Secretary | General enquiries | Camping | Exhibitors  
admin@bieliemielie.co.za  
083 395 2640

**\*Please note that the VKB Bieliemielie Festival is a community festival and that it is managed after-hours. All committee members have full-time jobs. If you do not get hold of us immediately, please be patient. WhatsApp/email is the preferred method of communication.**

