

EXPO ARTS & CRAFTS

“SCREENING DAY” – 8 MAY 2010

Dear Exhibitors,

It is with great excitement that I inform you of our annual screening day that takes place @ Mosaiëk Square on Saturday 8 May 2010.

GENERAL INFORMATION

1. CONDITIONS

- Your goods may be displayed at other markets during Expo Arts & Crafts, but must not be cheaper or have an influence on your Stock holding.
- **NO** business cards or flyers will be allowed to be placed on products or tables.
- You must have sufficient stock for the full duration of the Expo.
- Only selected articles that has been approved, may be exhibited, i.e. items indicated on application form and those which were pre selected;
- **No new products will be accepted after screening day.**
- Embark Foundation will not be liable for any tax payable by you.
- Price of articles may not be changed after selection day or during the Expo.

2. SELECTION

The selection criteria for the Expo are as follows:

- Quality and Highly finished presentation of products will be taken in account;
- Items should be reasonably priced;
- Mainly original, handcrafted articles that reflect creativity will be considered.
- Please ensure that writing on articles must be in both official languages i.e. instructions or Greeting Cards must be available in English and Afrikaans writing.

Owing to the overwhelming interest, we receive more applications than we can accommodate. As a result of this, and also to ensure that articles of exceptional quality are offered to our shoppers, a Selection Committee is elected. The Selection Committees' decision may differ from the previous years. **The decision of selectors is final and no correspondence will be entered into.**

- **ALL FOODSTUFF MUST HAVE**
 - An expiry date;
 - How to store your products, before or after opening;
 - List of ingredients;
 - Please bring sealed sample for tasting.

You will be notified on or before 25 May 2010 as to the success or failure of your application for Expo Arts & Crafts 2010;

Coffee, cool drinks and snacks will be available on selection day, so please bring along some cash.

3. EXPO DATES & VENUE

The Expo will be held in the Communio at Mosaïek Square, Danielle Close, off Davidson Street, Fairland, Johannesburg.

- **Unpacking:** Monday 25 October 2010
Time: 8h30 – 16h00
- **Closing date:** Saturday 6 November 2010
Time: 9h00 – 15h00
- **Exhibitors meeting:** 15h00 – Viaticus 101
Packing up: 16h00 – 18h00
- **Closed:** Sunday 31 October 2010

4. REGISTRATION & DONATION

- The registration for **selected** exhibitors is R250.00 per table/space (1.8mx0.7m).
- Registration Fees are payable on or before **31 July 2010**.
- Deposits are not refundable.
- A 25% donation will be levied on all sales.
- Income generated will be distributed to various welfare organizations.
- Trestle tables (1.8m x 0.7m) can be hired from us at a rate of R100 per table.

5. MARKETING

- The organizers assume responsibility for the marketing of the Expo.

A detailed Terms and Conditions Document & Registration Form will be sent to you once you have been accepted as a 2010 exhibitors.

For more information please feel free to contact Sonja or myself on 011 268 4783/4 during office hours. We look forward to meeting you.

Kind Regards,

Louise Rivett