

EXPO ARTS & CRAFTS

“SCREENING DAY” – 7 MAY 2011

Dear Exhibitors,

It is with great excitement that I inform you of our annual screening day that takes place @ Mosaiëk Square on Saturday 7 May 2011.

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 without consent.**
- 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 20 May 2011 as to the success or failure of your application for Expo Arts & Crafts 2011;

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 24 October 2011
Time: 8h30 – 16h00
- **Closing date:** Saturday 5 November 2011
Time: 9h00 – 15h00
- **Exhibitors meeting:** 15h00 – Teatro
Packing up: 16h00 – 17h00
- **Closed:** Sunday 30 October 2011

4. REGISTRATION & DONATION

- The registration for **selected** exhibitors is R350.00 per table/space (1.8mx0.7m).
- Registration Fees are payable on or before **31 July 2011**.
- 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 R120 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 2011 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