



Hermanus Whale Festival

VENDOR | STALL APPLICATION

ARTS | CRAFT | FOOD – MAIN MARQUEES

27 – 29 September 2024

WhatsApp number - +27 66 478 0081

GENERAL VENDOR | STALL APPLICATION | INFORMATION | CONDITIONS

Help Us Keep the Hermanus Whale Festival Clean and Green

The Hermanus Whale Festival is an Eco-marine Festival, very close to the water's edge.

We request that all our sponsors and exhibitors keep the ocean location at the top of their mind and to try and refrain from using Styrofoam, plastic take out containers, balloons, stickers, plastic bags, flyers, single-serving water bottles or other materials that might find their way into the receiving waters of our Ocean.

We further request all of our guests to keep these practices in mind as they spend a glorious day or weekend taking in the beauty of this special location.

Please help us keep the Hermanus Whale Festival clean and green for generations to come.

The Name and Logo of the Hermanus Whale Festival can only be used with prior written confirmation from the Chairperson of the Hermanus Whale Festival.

Merchandise that does not adhere to these principles will be confiscated and the stallholder will be removed not be considered for participation again.

VENDORS | STALLS AND COSTS

Prices are for the duration of the festival and include VAT.

| | | |
|----------------------------|---|---|
| Art Craft Stall in Marquee | - | R3 000.00 (3m x 3m) |
| Mobile Food Stall | - | R3 800.00 (3m x 3m): Other dimensions – Quote separately |
| Electricity | - | R 300.00 (Only one electricity point per stall will be allowed.) |
| Electricity (3 phase) | - | R 750.00 (If available + Only 1 electricity point per stall will be allowed.) |

*A special price can be negotiated for larger stalls.

- A non-refundable administration fee of R100.00 (VAT included) is payable on submission per application.
- Please send completed application and proof of admin fee payment [ref: trading name] with your stall application to stalls@hermanuswhalefestival.co.za
- No water is supplied to the stalls. Stallholders are to note that they must be in position for all three days of the festival.
- Applications for the stalls will **close on 31 July 2024**.
- The selection of vendors | stalls will be at the discretion of the Hermanus Whale Festival Directors and or Festival Management. We will select according to type, as to ensure that a large variety of stalls and products are available to the public.
- Vendors will be notified via e-mail of their acceptance. Payment in full will be required by **20 August 2024** as we always have a long waiting list.
- The area of your stall must include your tent pens and/or construction (trailer/caravan tow bar) as well as your signage. Stalls dividers in tents are your responsibility.
- **NGO Stalls** - No electricity. A letter confirming the NGO status (Registration document) must accompany the application.

Applicant Signature

TRADING HOURS:

27 - 29th September 2024 | Daily from 09h00 – 18h00 (subject to change)

- Vendors will only be allowed to off-load in the morning at 07h00 and all vehicles and trailers should be removed from market square by 08h30. All vehicles failing to leave after this time will be towed away.
- No vehicle will drive in the area after 08h00. This will be strictly enforced!!! Vehicle passes will be issued. All stallholders must comply with the regulations. Failure to do so will result in a stall holder being evicted, with no and the stallholder will not be considered for participation again.
- All exhibitors must be ready for trading on Friday 27th September 2024 at 08h30.
- Only one electricity point per stand in Marques tents is allowed. Applicants must supply their own extension cords for stalls (min 20m), which should be in accordance with safety regulations. Failure to comply may result in the applicant being kept responsible for all damages caused by defective extension cords and or plugs.
- Please ensure that your **HWF invoice nr is clear on the deposit slip and only use your HWF Invoice nr as an EFT reference. We only accept full payments.**
- Only items listed on the application form that has been approved by the organizers may be sold, if goods not listed are sold, it will be confiscated. Exhibitors are responsible for all accessories, partitions, extension cords, plugs, etc.
- Exhibitors are responsible for keeping their stalls clean and tidy.

NB: Municipal Traders on Market Square are permanent tenants, and the Hermanus Whale Festival has no jurisdiction over them or what they sell. They are housed in four corrugated structures.

REMEMBER TO INCLUDE NO MORE THAN 5 X COLOURED PHOTOS WITH YOUR APPLICATION WHEN APPLY VIA E-MAIL. PLEASE NOTE THAT SELECTION OF PRODUCTS IS DONE ACCORDING TO THE VISUAL MATERIAL SUBMITTED. NO APPLICATION WILL BE CONSIDERED WITHOUT VISUAL MATERIAL.

- Digital Photos | Images will be kept for future use.
- The Hermanus Whale Festival Management cannot guarantee the sale of products and or profit. - No refunds will be considered.

FEES:

- **Vendors will only be notified via the e-mail of their acceptance.**
- Note that all stallholders who have been selected must pay their money in full by no later than **20th of August 2024** as we always have a long waiting list.
- This money can be paid directly into our banking account, bank details below, deposit slip with your HWF invoice nr as reference to be emailed to stalls@hermanuswhalefestival.co.za
- Enter your HWF 2023 voucher number above the bank details on page 2.
- Nonpayment by the due date will lead to the vendor being replaced.

HWF 2023 VOUCHER NR: _____

HERMANUS WHALE FESTIVAL BANKING DETAILS:

ACCOUNT NAME: HERMANUS WHALE FESTIVAL
BANK: ABSA HERMANUS
ACCOUNT NUMBER: 405 609 5055 | BRANCH CODE: 632 005 HERMANUS

VENDOR CANCELLATION FEES

- Up to 12 August 2024 - 25% of stand fee.
- After 12 August 2024 - 50% of stand fee.
- After 1 September 2024 – the full amount will be withheld.

Applicant Signature

THIS ATTACHED CONTRACT IS LEGAL IN SOUTH AFRICA AND SHOULD BE COMPLETED IN FULL – SIGNED AND SUBMITTED via EMAIL TO stalls@hermanuswhalefestival.co.za . PLEASE KEEP A COPY FOR YOUR OWN RECORD. *We only accept applications via e-mail

HERMANUS WHALE FESTIVAL STALL APPLICATION

TRADING NAME:

PERSONAL PARTICULARS OF APPLICANT:

| | | | |
|----------------------|--|--------------------|--|
| Surname and Initials | | Id number | |
| Postal address | | E-mail | |
| | | Tel (W) Tel (H) | |
| Town/city | | Cell # | |
| Postal code | | Cell # | |

ALTERNATIVE CONTACT PERSON:

| | | | |
|---------|--|----------------|--|
| SURNAME | | CELL # | |
| NAME | | Tel (Code & #) | |

Please select from the following types of stalls.

Food | Mobile Arts and Crafts Marine Tent NGO

Do you require electricity Yes..... / No

Description of food to be sold from Mobile: _____

State the size (dimensions) of your mobile: _____

Description of arts/craft products – We prefer - **NO PLASTIC PRODUCTS AND NO BALLOONS**

| | | | | | |
|-------------------------------------|-----------------|---|--|----------------|--|
| Sustainable Energy | Enviro | Hand Crafts including Candles Fabric painted etc | Fashion: Clothing Leather products Scarfs Bags | Jewelry | Homemade Sweets Rusks etc |
| Art: Paintings, Ceramic, Pottery | Eco-Marine Tent | Beauty: Cosmetics Soap | Wooden products or Steel & Iron | Toys & Toddler | Glass Lead glass Crockery tableware |

Please specify your products in detail: _____

INDICATE THE YEARS YOU HAVE BEEN SUCCESSFUL EXHIBITING AT THE HERMANUS WHALE FESTIVAL.

| | | | | | | | |
|------|------|------|------|------|------|------|------|
| 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 |
|------|------|------|------|------|------|------|------|

Total Cost: Stall Fee R..... + Electricity R.....; Total Due R.....

Applicant Signature

CONDITIONS AND INDEMNITY

- All vendors **display their products** at their own risk. Although the necessary steps will be taken to safeguard stands & products, the Hermanus Whale Festival management will be INDEMNIFIED against claims caused by injuries, cancellations, theft and or damages damages.
- **Permits, Licenses, and Insurance:** All vendors are required to obtain and assume all responsibility and liability for any and all permits, licenses, and insurance that may be required.
- **No sub-leasing or lending of stalls is permitted.**
- Stallholders who leave early are not entitled to any refunds and will not be considered for participation at the festival again.
- Should the Festival be cancelled by the Hermanus Whale Festival Organisers and or Directors due to any situation out their control. This can include but not limited to COVID, all pandemics, weather, and storm damage. Exhibitors fully paid up **30 days before the festival date** will receive a voucher to be used as payment for a stall | vendor fee for the next Hermanus Whale Festival.
- The Vendor/Stall holder / applicant hereby releases the Hermanus Whale Festival and waives their claims against the Hermanus Whale Festival for any and all claims, causes action, damages, penalties, and costs, including attorney fees that arise in relation to this event.
- The only official communication channel of the Hermanus Whale Festival we accept is 2 x email addresses: stalls@hermanuswhalefestival.co.za and festival@hermanuswhalefestival.co.za
- The Hermanus Whale Festival will only use the e-mail address for the vendor on this stall application form to communicate with the with the stallholder/exhibitor.
- All vendors are responsible for ensuring the information appearing herein is complete and correct with regard to a detailed description of the space required for its sales area, as well as its power needs.

Please sign each page bottom right and full signature below. Send completed application and proof of payment of Admin Fee with your stall application to: stalls@hermanuswhalefestival.co.za

I, the undersigned, hereby declare that I have read this vendor/stall application and accept the conditions, indemnities, rules and/or regulations.

ID Number:

ON THIS DAY OF 20.....

SIGNED AT

.....

FULL SIGNATURE OF DULY AUTHORISED VENDOR

HWF 2023 VOUCHER NR: _____

Hermanus Whale Festival Banking details:

| | |
|-----------------|-------------------------|
| ACCOUNT NAME: | HERMANUS WHALE FESTIVAL |
| BANK: | ABSA HERMANUS |
| ACCOUNT NUMBER: | 405 609 5055 |
| BRANCH CODE: | 632 005 HERMANUS |