



# Ignite & Revive Festival

Ignite and Revive Our Country NPC -Reg no 2023/699420/08.

*“Come let us rebuild the wall of Jerusalem, and we will no longer be in disgrace” (Neh 2:17-20)*

Dear Prospective Exhibitor,

We kindly invite you to be part of our 2024 Ignite & Revive Festival.

The festival will take place from August 30th to September 1st, 2024.

The festival hours are as follows:

| Dates    |         | Agriculture Exhibitor | Decor Exhibitor | Food Vendor | Arena - Activities |
|----------|---------|-----------------------|-----------------|-------------|--------------------|
| Friday   | 30 Aug  | 08:00-18:00           | 08:00-17:30     | 08:00-22:30 | 17:30-22:30        |
| Saturday | 31 Aug  | 08:00-18:00           | 08:00-17:30     | 08:00-22:30 | 17:30-22:30        |
| Sunday   | 1 Sept. | Closed                | 08:00-12:00     | 08:00-12:00 | 09:00-12:00        |

## General arrangements:

### 1. Placement

- a. Preliminary placements are done as and when applications are received, but Ignite & Revive reserves the right to relocate any stall in the interest of the festival. Applicants will be continually informed as applications are approved or rejected. Therefore, it is important to apply as early as possible to avoid disappointment. No stall will be allowed to change location or swap with other stalls without permission!

### 2. Evaluation

- a. Applications must be accompanied by CLEAR COLOR PHOTOS and COMPLETE PRODUCT DESCRIPTIONS. Without these, applications will not be considered.
- b. The committee will give preference to UNIQUE HANDCRAFTED AND ARTISANAL products that demonstrate creativity and originality. Clothing and jewelry should preferably be handmade.
- c. The decision of the committee is final, and no debate will be entertained.

### 3. Payment:

- a. PLEASE DO NOT MAKE ANY PAYMENT UNTIL YOU HAVE RECEIVED THE APPROVAL LETTER!!! YOU MUST USE YOUR INVOICE NUMBER AS A REFERENCE WHEN MAKING PAYMENT.

### 4. Exhibitors

- a. Each exhibitor is responsible for their own stall (setup and teardown).





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- b. Exhibitors can start setting up stalls from 09:00, Wednesday, August 28, 2024, and must be finished by 18:00, Thursday, August 29 2024.
  - c. Dismantling of stalls may not occur before 12:00 on September 1, 2024.
  - d. All stalls must be dismantled by 12:00 on Monday, September 2, 2024, and the premises must be left clean and tidy.
  - e. Stalls and crafting materials must be of good quality and tasteful. The festival management reserves the right to reject a stall if it does not meet the highest standard.
  - f. Paid parking will be available at the gates.
  - g. Accommodation list is available upon request.
5. All exhibitors must please provide the contact details of the person who will be responsible for setting up and tearing down the stall:

| <b>Responsible Person:<br/>Tel:</b> | <b>Name of Helpers</b> |
|-------------------------------------|------------------------|
| Tel:                                |                        |
| Tel:                                |                        |
| Tel:                                |                        |

- 6. Electricity/power supply is each exhibitor's own responsibility. Preferably, gas or solar energy generation should be used to limit noise levels from power generators.
- 7. PLEASE NOTE THAT ALL NATIONAL AND LOCAL HEALTH AND SAFETY REGULATIONS MUST BE COMPLIED WITH.
- 8. All exhibitors must wear their access bands on their arms for the duration of the festival.
- 9. Firearms - Individuals licensed to own and carry a firearm in terms of the Firearms Control Act, (Act 60 of 2000), must at all times comply with section 84 of the Act.
- 10. Each Food exhibitor MUST have a fire extinguisher of at least 9kg at their stall.
- 11. Ignite & Revive reserves the right to withhold an exhibitor from occupying a stall, or to remove or have an exhibitor removed from the premises when such exhibitor fails to comply with the regulations, including:
  - a. when an exhibitor engages in misconduct,
  - b. when an exhibitor's behavior is disruptive to other exhibitors or the public,
  - c. IF AN EXHIBITOR KEEPS OR USES ALCOHOL IN HIS/HER STALL OR ALLOWS IT TO BE USED,



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- d. if an exhibitor's infrastructure and marketing materials do not meet the required standard,
  - e. if an exhibitor stays overnight at his/her stall or on the festival grounds,
  - f. if a stall is left untidy after the close of the day's proceedings,
  - g. if an exhibitor still owes money to Ignite & Revive,
  - h. if an exhibitor does not adhere to the trading hours and rules,
  - i. if an exhibitor commits any criminal offense,
  - j. if an exhibitor markets product(s) or a service that has not been previously disclosed or approved by the organizers, and
  - k. if an exhibitor does not adhere to the trading hours, setup and teardown times.
12. Stall rental must be fully paid before or on August 1, 2024.
- a. Late payers forfeit their display space.
  - b. Cancellations before or on August 1, 2024 will result in a 50% forfeiture of funds.
  - c. Cancellations after August 1, 2024 will result in the forfeiture of all payments made.
  - d. All cancellations must be in writing. Refunds will be issued before or on August 31, 2024.
13. Food Stalls:
- a. All food stalls must use a groundsheet in their stalls that must be regularly cleaned.
  - b. Note that all Department of Health laws and regulations must be complied with.
  - c. The Department of Health Certificate must be submitted with the application.
  - d. If you work with gas, make sure your gas installation certificate is submitted for Health & Safety regulations.
  - e. Remember to have a gas blanket if you work with gas for Health & Safety purposes.
  - f. The food stall health application for the festival must be submitted with the application.
14. Entertainment Tent:
- a. All liquor and health department regulations and conditions must be complied with. Liquor license and conditions must be submitted with the application. This is the responsibility of the stall holder.
  - b. The Entertainment Tent must close at 23:00 and no trading is allowed on Sunday, September 1, 2024.
15. IMMIGRATION RULES REGARDING FESTIVALS:
- a. All Immigrants who are stall owners and employees must possess a work/business, or Asylum permit or proof of permanent residence.
  - b. No stall owner or employee may work on a visitor (holiday) permit as



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stipulated in Article 11(2) of the Immigration Act 13 of 2002. (The holder of a visitor permit may not be allowed to work unless authorized by the Director-General in the prescribed manner and subject to the prescribed requirements and conditions)

- c. If an Immigrant is found at any stall without a work or Asylum permit, the stall owner/employer will be arrested and charged according to Article 49(3) of the Immigration Act (Anyone who knowingly employs an illegal immigrant or an Immigrant in contravention of this Act is guilty of an offense and upon conviction, is liable to a fine or imprisonment for a term not exceeding one year)
- d. If an Immigrant is found at any stall without a work or Asylum permit, he/she will be arrested, prosecuted, and deported.



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## APPLICATION FORM

Closing date for applications as exhibitor at Ignite and Revive Festival is on 1 August 2024 at 16:00. Application forms must be sent to [info@igniteandrevive.co.za](mailto:info@igniteandrevive.co.za):

### Contact details:

|  |          |                          |                      |                          |          |                          |
|--|----------|--------------------------|----------------------|--------------------------|----------|--------------------------|
| <b>Name &amp; Surname</b>                            |          |                          |                      |                          |          |                          |
| <b>Business name</b>                                 |          |                          |                      |                          |          |                          |
| <b>Address</b>                                       |          |                          |                      |                          |          |                          |
|  |          |                          |                      |                          |          |                          |
|  |          |                          |                      |                          |          |                          |
| <b>E-mail</b>  |          |                          |                      |                          |          |                          |
| <b>Vat nr.</b>                                       |          |                          |                      |                          |          |                          |
| <b>Tel no.</b>                                       |          |                          |                      |                          |          |                          |
| <b>Products/services being marketed or displayed</b> |          |                          |                      |                          |          |                          |
|  |          |                          |                      |                          |          |                          |
|  |          |                          |                      |                          |          |                          |
|  |          |                          |                      |                          |          |                          |
| <b>How is your product manufactured?</b>             | Handmade | <input type="checkbox"/> | Machine manufactured | <input type="checkbox"/> | Imported | <input type="checkbox"/> |
|  |          |                          |                      |                          |          |                          |





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## Preliminary Stall Layout

The stall layout is subject to change and is not final.





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## Outdoor stall

| Type                      | Nr Stalls Available | Total Of Day Passes | Size     | Price      | Your Choice |
|---------------------------|---------------------|---------------------|----------|------------|-------------|
| Small                     | 20                  | 2                   | 5m x5m   | R 1 500.00 |             |
| Medium                    | 8                   | 2                   | 6m x6m   | R 2 000.00 |             |
| Large                     | 3                   | 4                   | 17m x18m | R 5 000.00 |             |
| Vehicle dealers           | 5                   | 4                   |          | R 5 000.00 |             |
| Extra Day Visitor Tickets |                     |                     |          | R 160.00   |             |
| Donation                  |                     |                     |          |            |             |
| <b>Total</b>              |                     |                     |          |            |             |

## Decor Market

Exhibitors that choose the small & medium options are responsible for their own accessories (table & decor) & sales.

| Type                      | Nr Stalls Available | Total Of Day Passes | Size      | Price  | Your Choice |
|---------------------------|---------------------|---------------------|-----------|--|-------------|
| Table + I&R sels          | 20                  | 0                   | 1,2m x900 | R200 per Table (No ½ Tables) + 20 % of Sales |             |
| Small                     |                     | 2                   | 3m x3m    | R1 000.00                                    |             |
| Medium                    |                     | 3                   | 5m x 5m   | R1 500.00                                    |             |
| Extra Day Visitor Tickets |                     |                     |           | R 160.00                                     |             |
| <b>Total</b>              |                     |                     |           |  |             |



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## Amusement Park

| Type                      | Nr Stalls Available | Total Of Day Passes | Size   | Price      | Your Choice |
|---------------------------|---------------------|---------------------|--------|------------|-------------|
| Small                     | 10                  | 1                   | 5mx 5m | R 1 500.00 |             |
| Medium                    | 5                   | 2                   | 7mx7m  | R 2 000.00 |             |
| Extra Day Visitor Tickets |                     |                     |        | R 160.00   |             |
| <b>Total</b>              |                     |                     |        |            |             |

## Outdoor food and flea market stall

| Type                                | Nr Stalls Available | Total Of Day Passes | Size    | Price      | Your Choice |
|-------------------------------------|---------------------|---------------------|---------|------------|-------------|
| Food –Large<br>With Electr (1xPlug) | 14                  | 2                   | 5m x 5m | R 2 000.00 |             |
| Food / Outside<br>Without Electr    | 5                   | 2                   | 5m x5m  | R 1 500.00 |             |
| Extra Day Visitor Tickets           |                     |                     |         | R 160.00   |             |
| <b>Total</b>                        |                     |                     |         |            |             |

## Entrepreneur

Exhibitors are responsible for their own accessories (table & decor), gazibos & sales..

| Type         | Nr Stalls Available | Total Of Day Passes | Size  | Price               | Your Choice |
|--------------|---------------------|---------------------|-------|---------------------|-------------|
| Entrepreneur | 50                  | 0                   | 3mx3m | Subject to approval |             |





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Hereby I indemnify the organizers from any liability regarding my registered articles, with the understanding that every possible step will be taken to prevent damage or loss. I accept the above conditions and undertake to ensure that myself and my workers comply with all rules.

Signature : \_\_\_\_\_ Date: \_\_\_\_\_

Capacity: \_\_\_\_\_





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