



Oranjemund Diamond Festival 2020

1st – 4th April 2020

Tel: +264 63 233 500 Fax: +264 63 233501



www.oranjemund-tc.com

Enquiries: Ms. Fana /Uises or Ms. Glennadette Scholtz

EXHIBITION FORM

Please complete the booking form in block letters. Instructions will be carried out according to the information submitted. The **CLOSING DATE** for all application forms is **ON OR BEFORE FRIDAY, 23rd DECEMBER 2019**, **SUBMIT TO oranjemunddiamondfestival@gmail.com**

1. EXHIBITORS INFORMATION

Company Name					
Trade As (Exhibition Name)					
Contact Person					
Job Title					
Nature of Business (give a brief description of your business)					
Contact Person Details	Postal Address:			Tel No:	
	Fax No:			Mobile No:	
	Email:			Web:	
Category *Please tick*	Corporate	GRN	Small Scale Enterprise	Medium Scale Enterprise	NGO International
Country of Origin (<i>For foreign Exhibitors only</i>)					

2. STANDS *Please tick the next to the appropriate box*

Stall include: White shell hardboard, Name, Carpeting and electricity for Corporates only



A. CORPORATE STAND

Stand and Amount/9m ²	Std Size/stall	Do you require electricity? Y/N (If yes, complete electricity form)	Number of Stalls required	Tick
Corporate N\$ 4 000.00 (inclusive outdoor mobile vans)	3 x 3m ²			

B. SME's INDOOR STAND: *Stall includes: hardboard partitioning and carpeting*

Stand and Amount/9m ²	Std Size/stall	Do you require electricity? Y/N (If yes, complete electricity section on page 3.)	Number of Stalls required	Tick

Stand and Amount/9m ²	Std Size/stall			
SME's N\$ 600.00 (Non Food & Drinks)	3 x 3 m ²			
SME' N\$ 1000.00 (Food & Drinks)	3 x 3 m ²			

C. SME OUTDOOR STAND: *Please tick next to the appropriate box*

SME's	SME's (Food and drinks)	SME's (non-Food and drinks)
SME's	Stand Category A : 3 x 3 m ² @ N\$1000.00	Stand Category B : 3 x 3 m ² @ N\$600.00
No. of stands required:		
Total amount payable		

3. EXHIBITION CATEGORY **please tick**

Art/Craft/Pottery	Banking	Stationery/Publishing
Clothing/Textile	Energy	Other - Specify
Education	Industrial	



ICT	Motor Trade	
Manufacturing	Chemical/Medical	
Tourism/Hospitality	Beauty Products	
Finance/Fund	Media	
4. ELECTRICITY SPECIFICATIONS: <i>If required, kindly outline the electrical items to be used and the voltage required.</i>		
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5. Exhibition Additional Prices		
The standard exhibition prices includes: Corporates 4x exhibitor's passes & 1x vehicle pass only and SME 2x exhibitors passes & 1 vehicle pass only.	Additional Exhibitor's passes @ N\$ 150.00 can be ordered Per stand	ONLY 1x additional Vehicle passes @ N\$ 180.00 can be ordered per stand



6. ADDITIONAL INFORMATION

- a) Deadline for all application forms are **on/or before Monday, 23rd December 2019**.
- b) The submission of an application form does not guarantee the applicant an exhibition booth/stand/space.

c) **Submit your application form to the following email addresses/ fax details:**

- oranjemunddiamondfestival@gmail.com
- **Fax application with cover page address to:**

Fax no: +264 63 233501

The Preparatory Committee

Oranjemund Diamond Festival

Oranjemund Town Council

NB: Envelopes should be clearly marked with the Exhibition category.

- **Hand delivery applications must be addressed and submitted to:**

The Preparatory Committee

Oranjemund Diamond Festival

Oranjemund Town Council

NB: Envelopes should be clearly marked with the Exhibition category.

- d) Limited space is available per exhibition category, the applications will be reviewed and approved applicants will be notified **on/or week after the closing date. However, some applicant's/institutions/companies will be notified in advance before the closing date.**
- e) Upon notification, an Invoice will be issued to successful applicant for payment. Booking will only be confirmed once actual payment is received **by latest 31st January 2020.**
- f) Purchase order payments are only valid until **31st January 2020.**
- g) Failure to settle your account by the given due date shall result in an automatic cancellation of the allocation without notice.

Oranjemund Diamond Festival reserves the right to allocate me/us in the appropriate product grouping area. I/We accept the terms and conditions of the ODF and consider ourselves contractually bound by this.

Signature:

Name:

Date: