



# ONGWEDIVA ANNUAL TRADE FAIR 2024

## 23 AUGUST – 31 AUGUST 2024

### APPLICATION FORM

<b>1. EXHIBITOR'S INFORMATION: (Kindly cross with an(X) where applicable)</b>			
<b>Exhibitors Name</b>			
<b>Contact Person</b>			
<b>Identity number/Passport number</b>			
<b>Job Title</b>			
<b>Nature of Business</b> <i>(give a brief description of your business)</i>			
<b>CONTACT DETAILS</b>	Postal Address:	Tel No.:	
	Fax No.:	Mobile No.:	
	Email:	Website address:	
<b>Country of Origin</b> <i>(for foreign exhibitors only)</i>			
<b>A SEPARATE APPLICATION FORM MUST BE COMPLETED FOR EACH EXHIBITION SPACE/ HALL PLEASE INDICATE WITH A CROSS (X) ON THE APPROPRIATE COLUMN.</b>			
<b>2. INDOOR STANDS:</b> Please tick in the appropriate box			
<b>2.1 Queen's Hall 3x3m<sup>2</sup> @ N\$ 5,500.00</b>		<b>2.2 King Kauluma' s 3x3m<sup>2</sup> @ N\$ 3,675.00</b>	
<b>2.3 Headmen's Hall 3x3m<sup>2</sup> @ N\$ 3,150.00</b>		<b>2.4 Traditional Tent @ N\$ 500.00</b> <i>(Please attached ID copy)</i>	
<b>2.5 Fish Hall 3x3m<sup>2</sup> @ N\$ 5,500.00</b>			
<b>NB: Number of stalls required</b>		<b>Total amount Payable N\$</b>	
<b>DO YOU REQUIRE WHITE SHELL HARDBOARD PARTITIONING (CARPETING AUTOMATICALLY INCLUDED)? COST OF BREAKING DOWN THE STAND BUILT BECAUSE OF THE WRONG MARKING OF THIS FORM WILL BE BORNE BY THE EXHIBITOR.</b>			YES
<b>Note: Not applicable to SME tent</b>			NO
Do you require the Exhibitor's name board positioned above the exhibition stand (printed in black/white)?			YES
			NO

3. **OUTDOOR STANDS:** Please cross (X) in the appropriate box

<b>3.1 Open Stand Cat A:</b> 6 – 9m <sup>2</sup> @ N\$ 2 500.00		<b>3.2 Open Stand Cat B:</b> 18m <sup>2</sup> @ N\$ 3 500.00		<b>3.3 Open Stand Cat C: 36m<sup>2</sup></b> @ N\$ 7 000.00	
<b>3.4 Open Stand Cat D:</b> Fish Hall only 36m <sup>2</sup> @ N\$ 7 000.00		<b>3.5 Open Stand Cat E:</b> Kidz Entertainment 81m <sup>2</sup> @ N\$ 7 000.00		<b>3.6 Open Stand Cat E: 150m<sup>2</sup> @</b> N\$ 18 000.00	
<b>Number of stands required:</b>				<b>Total amount payable</b> <b>N\$:</b>	

4. AGRICULTURAL SHOW

6-9m <sup>2</sup> @ N\$ 2 500.00	<b>YES</b>	<b>NO</b>
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5. **EXHIBITION CATEGORY:**

*The product/service sector I/we wish to exhibit is (Please tick the appropriate category)*

Real Estate/ Properties	Small Scale Enterprise	Arts & Crafts/Traditional/indigenous	Fisheries and Marine Resources (Fish Hall only)	Tourism & Hospitality Industry
International	Government Ministries/Office/Department	Regional/Local Authority Council	Educational Institution	Health & Allied Services
Stationery & Publishing	Media	Information Communication Technology	Energy Sector	Manufacturing & Industrial
Automotive/Transport	Banking Institution	Non-Banking Financial Institution	State Owned Enterprises	Toys
Agriculture	Clothing & Textiles			

**Other, please specify:**

6. **ADDITIONAL INFORMATION: EXTRA'S**

- The submission of an application form **does not** guarantee the applicant an exhibition booth/stand/space.
- Successful applicants will be notified as from **16 February, 2024**.
- The deadline for payment of exhibition stands **26 April, 2024**.
- Bookings shall only be confirmed once actual payment has been received.
- Applications for extra entry and vehicle passes must be submitted on or before **01 July, 2024** while payment should be done on or before **July 19, 2024**. No extra passes shall be issued without full payment.
- Limited tables are available for rental, for the duration of the fair. Only **one** table per exhibition stand, up to a maximum of **two** tables for more than one stand, shall be allowed.

<p>The standard exhibition price includes:</p> <ul style="list-style-type: none"> <li>• The exhibition space (up to 9m<sup>2</sup>),</li> <li>• 2X Exhibitor's Passes and 1X Vehicle Pass ONLY (N/A to SME Tent)</li> </ul>	<p>ONLY 2X additional Exhibitor's Pass @ N\$180.00 can be ordered per stand.</p>	<p>ONLY 1X additional Vehicle Pass @ N\$ 180.00 can be ordered per stand.</p>	<p>Access Pass Booklet (14X paged) @ N\$ 240.00 PS: Each pass is valid for one entry ONLY.</p>
<p>Rental fee per table @ N\$ 100.00 for the duration of the Fair.</p>	<p>Special Exhibitor's Pass @ N\$ 360.00</p>	<p>Special Vehicle Pass @ N\$ 360.00</p>	<p>Rental of Conference Hall/Function Tent (2x hour session) @ N\$1, 500.00</p>

**OATF RESERVES THE RIGHT TO ALLOCATE ME/US IN THE APPROPRIATE PRODUCT GROUPING AREA FOR EXHIBITION. I/WE ACCEPT THE TERMS AND CONDITIONS OF THE ONGWEDIVA ANNUAL TRADE FAIR AND CONSIDER OURSELVES CONTRACTUALLY BOUND BY THESE.**

Signature: \_\_\_\_\_ Name in Print: \_\_\_\_\_ Date: \_\_/\_\_/\_\_

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