"ANNEXURE A"

GENERAL RULES AND REGULATIONS FOR ALL EXHIBITORS AT THE NAMPO CAPE SHOW AT BREDASDORP PARK

ALGEMENE REëLS EN REGULASIES VIR ALLE UITSTALLERS BY DIE NAMPO KAAP SKOU TE BREDASDORP PARK

13 – 16 SEPTEMBER 2023

By signing the contract to exhibit at NAMPO Cape, the exhibitor undertakes to abide by the following rules and regulations: / *Met die ondertekening van die kontrak om uit te stal by die NAMPO Kaap, onderneem die uitstaller om die volgende reëls en regulasies getrou na te kom:*

1. INTRODUCTION / INLEIDING

A number of very important rules and regulations which will apply to all exhibitors, are listed below. It is in the interest of every prospective exhibitor to familiarise himself therewith.

All exhibitors at NAMPO Cape are expected to comply with the General Rules and Regulations, drawn up in the interest of the exhibitor, the organisers and the visiting public. Prospective exhibitors are requested to ensure that all staff working at their stands on the show, are informed of the contents of this contract and all relevant regulations of the show.

Daar word van alle uitstallers by die NAMPO Kaap verwag om die Algemene Reëls en Regulasies, opgestel in belang van die uitstaller, die organiseerders en die besoekende publiek, na te volg. Voornemende uitstallers word versoek om toe te sien dat alle personeel wat by hul standplase op die skou werksaam is, volledig op hoogte is van die inhoud van hierdie kontrak en alle tersaaklike regulasies van die skou.

2. BOOKING OF STANDS / *BESPREKING VAN STANDPLASE*

a. During February of every year a contract will be issued to each exhibitor. The contract must be signed by the exhibitor and returned to the office on or before 30 March 2023. / *'n Kontrak sal gedurende Februarie van elke jaar aan elke uitstaller uitgereik word. Die uitstaller moet die getekende kontrak voor of op 30 Maart 2023 aan die kantoor terugbesorg.*

b. No binding agreement regarding the available stand will exist between the NAMPO Cape Committee and the exhibitor, until the signed copy and the rent have been received by the NAMPO Cape Management, unless determined otherwise in the contract. / *Geen bindende ooreenkoms sal tussen die NAMPO Kaap bestuur en die uitstaller met betrekking tot die beskikbare standplaas bestaan nie, totdat die ondertekende kontrak sowel as die huurgeld deur die NAMPO Kaap bestuur ontvang is, tensy andersins kontraktueel bepaal.*

c. The Head of the show is entitled to reallocate stands mentioned in 2 (b) above, that have not been paid for by the determined date, to other prospective exhibitors. / *Die Hoof van die skou is geregtig om standplase in 2(b) hierbo*

genoem, waarvoor nie op die bestemde datum betaal is nie, te herallokeer aan ander voornemende uitstallers.

d. Exhibitors are contractually bound to occupy their stand(s) during the show, and no stand or part thereof may be left unoccupied. The NAMPO Cape Management has the right to take steps at its discretion to erect or to have an exhibition of some or other nature erected on such unoccupied stand or part thereof, and will have the right to recover the costs involved from the exhibitor. / *Uitstallers is kontraktueel verbind om hulle standplaas(e) tydens die skou te beset en geen standplaas of deel daarvan mag onbeset gelaat word nie. Die NAMPO Kaap bestuur het die reg om volgens diskresie stappe te doen om 'n uitstalling van een of ander aard op sodanige onbesette standplaas of gedeelte daarvan aan te bring of te laat aanbring en sal die koste daaraan verbonde van die uitstaller kan verhaal.*

e. In the case of an unoccupied stand, the NAMPO Cape Management will have the right to relet such stand to another exhibitor, without any repayment of rent to the exhibitor who failed to occupy the stand. Such exhibitors who failed to occupy their stands, will also forfeit all rights or claims to such a stand. / *In die geval van 'n onbesette standplaas, het die NAMPO Kaap bestuur die reg om sodanige standplaas te herverhuur aan 'n ander uitstaller, sonder enige terugbetaling van huurgeld aan die uitstaller wat versuim het om die standplaas te beset. Sodanige uitstallers wat versuim het om hulle standplase te beset, verbeur voorts alle regte of aanspraak op sodanige standplaas.*

f. Furthermore, exhibitors are obliged to present an exhibition of such a high standard which, at the discretion of the NAMPO Cape Management, meets the requirements of the NAMPO Cape occasion. The NAMPO Cape Management has the right to request exhibitors to adapt the standard of their exhibitions. / *Uitstallers is voorts verplig om uitstallings van sodanige hoë standaard aan te bied wat volgens die diskresie van die NAMPO Kaap bestuur voldoen aan die vereistes van die NAMPO Kaap-geleentheid. Die NAMPO Kaap bestuur is geregtig om uitstallers te versoek om die standaard van hul uitstallings aan te pas.*

3. CANCELLATION OF STANDS / KANSELLASIE VAN STANDPLASE

a. Exhibitors who may, for any reason, find it necessary to cancel any stand already booked for them, will be entitled to a repayment of the rent less 50% for administrative costs, if and when the stand is let to another exhibitor, provided that such cancellation takes place before 30 June. / *Uitstallers wat dit om enige rede nodig ag om 'n standplaas reeds vir hulle bespreek te kanselleer, sal geregtig wees, indien en wanneer die standplaas weer deur die NAMPO Kaap bestuur aan 'n ander uitstaller verhuur is, op 'n terugbetaling van die huur, min 50% vir administratiewe koste, mits so 'n kansellasie nie later as 30 Junie geskied nie.*

b. Under no circumstances will any repayments be made in respect of cancellations received after 30 June and the provisions of clause 2 (c), (d) and (e) will, mutatis mutandis, be applicable. / *Onder geen omstandighede sal enige terugbetaling geskied ten opsigte van kansellasies wat later as 30 Junie ontvang word nie en is die bepalings van klousule 2(c), (d) en (e) mutatis mutandis van toepassing.*

c. Stands must be paid for in full by 30 March 2023 and no agreement will be made with an exhibitor regarding the settlement of stand fees. / *Standplase moet ten volle betaal wees teen 30 Maart 2023 en sal geen ooreenkoms met 'n uitstaller aangegaan word oor die afbetaling van standplaasfooie nie.*

4. BUILDING OF STANDS / BOU VAN STALLETJIES

a. All exhibitors in halls will have access to their stands as from 12 September 2023 (according to the build-up schedule which will be available on the website by July 2023 www.nampo.co.za) for the erection of their exhibitions. Outdoor exhibitors will have access to their stands as from 5 September 2023. / *Uitstallers in sale het vanaf 12 September 2023 (volgens die opbouskedule wat teen Julie 2023 op die webblad www.nampo.co.za beskikbaar sal wees), toegang tot hulle standplase vir die oprigting van hul uitstallings. Uitstallers op buite-standplase sal vanaf 5 September 2023 toegang tot hul standplase hê.*

b. Notwithstanding any clause in this contract, vehicles will only be allowed access to restricted areas of the Bredasdorp Park terrain for purposes of delivering heavy equipment to such stands with the consent of the Site Manager, provided that such access will only be allowed up to and until 18:00 on the Saturday preceeding the week of the show. No vehicles will be allowed in restricted areas after this date. / *Nieteenstaande enige klousule in hierdie kontrak, sal toegang tot afgesperde gebiede van die terrein ten einde swaar toerusting by sodanige standplase af te lewer, slegs met toestemming van die Terreinbestuurder aan voertuie verleen word, met dien verstande dat sodanige toegang slegs goedgekeur sal word tot 18:00 op die Saterdag wat die week voor die skou voorafgaan. Geen voertuie sal na die sperdatum tot die afgesperde gebiede toegelaat word nie.*

c. Exhibitors are obliged to limit their exhibitions and demonstrations to within the boundaries of the stand allocated to them. / *Uitstallers is verplig om hul uitstallings en demonstrasies tot binne die grense van die standplaas aan hulle toegeken, te beperk.*

d. No exhibitor may erect his exhibition in such a way that, in the opinion of the NAMPO Cape Committee, it will obstruct access to or obstruct the view of any other exhibition, or will inconvenience any other exhibitor. An engineering certificate will be required for structures in halls which are higher than 3 metres. / *Geen uitstaller sal sy stalletjie op so 'n manier oprig dat dit na die mening van die NAMPO Kaap komitee toegang tot, of die uitsig van, enige ander stalletjie belemmer of 'n oorlas sal wees vir enige ander uitstaller nie. 'n Ingenieursertifikaat sal verlang word vir strukture hoër as 3 meter in sale.*

e. Any adhesive to keep carpets or tiles in position must be applied lightly to the floor and must be cleaned thoroughly when the carpets or tiles are removed. In cases where exhibitors have not cleaned up properly, this will be done at the discretion of the Head of the NAMPO Cape Committee and such costs will be recovered from the exhibitor. Exhibitors are requested to place a protective sheet on the carpet of their stands during the erection of exhibitions for protection against wood shavings, paint, etcetera. / *Enige kleefstof om matte of teëls in posisie te hou, moet liggies op die vloer aangewend word en moet deeglik skoongemaak word wanneer die matte of teëls verwyder word. In gevalle waar uitstallers nie deeglik skoongemaak het nie, sal dit volgens die diskresie van die*

Hoof van die NAMPO Kaap komitee gedoen word en sal hierdie koste van die uitstaller verhaal word. Uitstallers word versoek om 'n beskermingstrook tydens die bou van uitstallings op die mat van hul standplase te plaas vir beskerming teen houtsaagsels, verf, ensovoorts.

f. Under no circumstances may a notice or any part of the exhibition project into the public thoroughfare, or exceed the allocated stand boundaries./ *Onder geen omstandighede mag 'n kennisgewing of enige gedeelte van die bouwerk by die stalletjie in die publieke deurgang uitsteek of die toegekende standplaasgrens oorskry nie.*

g. All exhibition material and/or building work in the halls mentioned under 5(a) above, must be removed by the exhibitor within 14 days of the last day of the show, subject to the provisions of clause 22(b). The NAMPO Cape Management does not accept any responsibility for any material or building work and, if necessary, material and structures will be removed by the NAMPO Cape Management and the costs will be recovered from the exhibitor. / *Alle uitstalmateriaal en/of bouwerk in sale onder 5(a) hierbo gemeld, moet binne 14 dae na die laaste dag van die skou deur die uitstaller verwyder word, onderhewig aan die bepalings van klousule 22(b). Geen aanspreeklikheid vir enige materiaal of bouwerk word deur die NAMPO Kaap bestuur aanvaar nie en indien nodig, sal materiaal en strukture deur die NAMPO Kaapbestuur verwyder word en sal die koste hiervan van die uitstaller verhaal word.*

h. Heavy equipment and exhibition material must be delivered to exhibitions inside the halls before 18:00 on the preceeding Wednesday, to ensure that the service providers will have enough time to lay carpets in the aisles of the exhibition halls. No vehicles will be allowed inside the halls as from the Saturday before the show. / *Indien swaar toerusting of uitstalmateriaal in sale ingeneem moet word, moet dit voor 18:00 op die voorafgaande Woensdag afgelaai wees ten einde die diensverskaffers van genoegsame tyd te voorsien vir die pak van matte in die gange van uitstallokale. Geen voertuie sal vanaf die Saterdag voor die skou in die sale toegelaat word nie.*

i. To facilitate the movement of heavy vehicles, only one delivery vehicle per exhibitor will be allowed on the terrain the Tuesday prior to the commencement of the show. All delivery vehicles must leave the terrain immediately after having delivered their goods. Exhibitors must make use of the parking areas for the parking of all other vehicles. No vehicle without a special permit, which will be issued for one vehicle per exhibitor only, will be allowed on the terrain. / *Ten einde die beweging van swaarvoertuie te vergemaklik, sal slegs een voertuig per uitstaller op die terrein toegelaat word die Dinsdag wat die skou voorafgaan. Alle voertuie moet verwyder word sodra die aflewering gemaak is. Uitstallers moet die parkeerareas gebruik vir die parkering van alle ander voertuie. Geen voertuig sonder 'n spesiale permit, wat slegs vir een voertuig per uitstaller toegeken sal word, sal op die terrein toegelaat word nie.*

j. The build-up of all outdoor exhibitions and indoor designer stands must be completed by Monday 12 September 2023 at 17:00. All other stands must be completed before 14:00 on the Tuesday preceeding the show. No building of exhibitions will be allowed after this time and the gates will close at 13:00 for **<u>all</u>** deliveries. / *DIe oprigting van alle buite uitstallings en ontwerper standplase in sale moet voor 17:00 op Maandag 12 September 2023 voltooi wees. Alle ander*

*standplase moet voor 14:00 op die Dinsdag voor die aanvang van die skou klaar wees. Geen bouwerk aan uitstallings sal na hierdie tyd toegelaat word nie en die hekke sal om 13:00 vir **alle** aflewerings sluit.*

k. Exhibitors are requested to remove all pallets, cardboard boxes, trailers etcetera in which exhibition material and/or products are packaged/or moved, as well as forklifts from the stands on the Monday before the commencement of the show in order to ensure that the terrain is clean before the opening of the show on the Wednesday. / *Uitstallers word versoek om alle palette, kartondose, sleepwaentjies ensomeer waarin uitstalmateriaal en / of produkte verpak/of vervoer word, asook vurkhysers, vanaf standplase te verwyder op die Dinsdag voor die aanvang van die skou ten einde te verseker dat die terrein skoon is vir die opening van die skou op die Woensdag.*

l. Exhibitors have to ensure that all personnel involved in the exhibition be aware of the general rules & regulations and adhere to them. Exhibitors will also be held responsible for the violating of rules by contractors who work on stands before the commencement of the show. *Uitstallers moet asseblief toesien dat alle personeel wat op die standplaas betrokke gaan wees by die uitstalling, vertroud sal wees met die algemene reëls & regulasies vir uitstallers en daarby hou. Uitstallers sal ook verantwoordelik gehou word vir die oortreding van reëls deur kontrakteurs wat op standplase voor die aanvang van die skou werksaam is.*

m. As a general rule, a building reserve of 1 metre will be applicable on all outdoor stands and exhibitors will, for example, not be allowed to erect a 10m x 10m marquee on a 10m x 10m stand. */ As 'n algemene reël sal 'n boureserwe van 1 meter van toepassing wees op alle buite standplase en sal uitstallers, byvoorbeeld, nie toegelaat word om 'n 10m x 10m tent op 'n 10m x 10m standplaas op te rig nie.*

n. Outdoor exhibitors are requested to make use of marquees for exhibition or office purposes during the show. The marquees must meet certain standards and will army tents not be allowed. Caravans will not be allowed on stands. *Buite uitstallers word versoek om van tente gebruik te maak vir uitstalling of as kantoor gedurende die skou. Die tente moet aan sekere standaarde voldoen en sal weermagtente nie toegelaat word nie. Karavane sal nie toegelaat word op standplase nie.*

5. DEMONSTRATIONS / DEMONSTRASIES

a. Demonstration of an exhibitor's product range is a vital part of the NAMPO Cape show and largely contributes to the success thereof. / *Demonstrasies van 'n uitstaller se produkreeks is 'n integrale deel van die NAMPO Kaap skou en dra grootliks by tot die sukses daarvan.*

b. Exhibitors are obliged to do demonstrations in the fields or on the site (or both) if their products or parts thereof can be demonstrated. / *In alle gevalle waar 'n uitstaller se produkreeks gedeeltelik of in geheel sodanig demonstreerbaar is, word uitstallers verplig om demonstrasies in die lande of op standplase aan te bied.*

c. It is expected of exhibitors to exhibit their products at their sites in such a way that it can be demonstrated to visitors. / *Daar word van uitstallers verwag om hul*

produkte sodanig op hul standplase uit te stal dat dit aan besoekers gedemonstreer kan word.

d. Exhibitors are free to do open demonstrations of their products or product ranges on previously identified sites if requested by clients or at their own initiative. / *Dit staan uitstallers vry om op versoek van klante of op eie inisiatief op die vooraf geïdentifiseerde persele oop demonstrasies van hulle produkte of produkreekse aan te bied.*

e. Exhibitors are free to determine their own demonstration programme times at their sites during the day. / *Dit staan uitstallers vry om self demonstrasie-programtye gedurende die dag by standplase te bepaal.*

f. Exhibitors will not be allowed to demonstrate drones on the terrain. / Uitstallers sal nie toegelaat word om "drones" op die terrein te demonstreer nie.

6. OPEN SITES / OOP TERREINE

a. Flags improve the appearance and appeal of outdoor exhibitions significantly and exhibitors are requested to make use thereof when designing their stands, without exceeding the boundaries of the sites. / *Vlae verbeter die voorkoms en aantrekkingskrag van buiteluguitstallings aansienlik en uitstallers word versoek om daarvan gebruik te maak by die ontwerp van hulle stalletjies sonder dat die grense van die standplaas oorskry word.*

7. SUBLETTING / ONDERVERHURING

a. Under no circumstances are exhibitors allowed to share any part of the stand allocated to them with another exhibitor or to sublet it, and all articles that are displayed, must be the property of the exhibitor and must be declared as such in this contract. / *Uitstallers word onder geen omstandighede toegelaat om enige gedeelte van die standplaas aan hulle toegeken, met 'n ander uitstaller/s te deel of dit te onderverhuur nie en alle artikels wat uitgestal word, moet die produk wees van die uitstaller en moet in hierdie kontrak verklaar word.*

b. All advertising material at the stand must have relevance to the exhibitor's products, or the products of any agencies held by the exhibitor and which were declared as such in accordance with 7(a). / *Alle advertensiemateriaal op die standplaas moet verband hou met die uitstaller se produkte of insgelyks met die produkte van enige agentskappe wat die uitstaller hou en wat as sodanig ingevolge 7(a) verklaar is.*

c. Exhibitors are required to inform the NAMPO Cape Management beforehand of all the products and other display material that will be displayed and/or sold at their stands. / *Dit word van uitstallers vereis om die NAMPO Kaapbestuur vooraf skriftelik te verwittig van al die produkte en ander uitstalmateriaal wat op hul standplase uitgestal en/of verkoop gaan word.*

d. Exhibitors are required to complete the exhibitor's contract in full and to specify all products or goods which will be exhibited. Exhibitors can be penalised if products are not comprehensively specified. Only products that are approved by the organisers may be exhibited and NAMPO Cape Management reserves the

right to decide whether products specified in the exhibitor's contract, may be exhibited or not. / *Dit word van uitstallers vereis om uitstallerskontrakte volledig in te vul en uitstallers word versoek om produkte en goedere wat uitgestal gaan word, volledig te spesifiseer. Uitstallers kan gepenaliseer word indien produkte nie volledig gespesifiseer word nie. Slegs produkte wat deur die organiseerders goedgekeur is, mag uitgestal word en die NAMPO Kaap bestuur behou die reg voor om te besluit of produkte wat op uitstallerskontrakte gespesifiseer word, uitgestal mag word al dan nie.*

8. CATALOGUE ENTRIES / KATALOGUS-INSKRYWINGS

a. The NAMPO Cape Management undertakes to provide a list of all exhibitors and an alphabetical index of exhibitors in the official programme. / *Die NAMPO Kaapbestuur onderneem om 'n lys van alle uitstallers en 'n alfabetiese indeks van uitstallers in die amptelike program te vervat.*

b. The list will include the exhibitor's name, stand number as well as the generic products on exhibition. / *Die lys sal die uitstaller se naam, perseelnommer sowel as die generiese produkte vir uitstalling insluit.*

9. TELEPHONE SERVICE / TELEFOONDIENS

a. Exhibitors must make their own arrangements with Telkom regarding telephone connections for credit card facilities at their stands. / *Uitstallers moet self met Telkom reëlings tref vir 'n telefoonverbinding vir kredietkaartfasiliteite by hulle standplase.*

10. ELECTRICAL INSTALLATIONS / ELEKTRIESE INSTALLASIES

a. All halls and indoor exhibition rooms are provided with general lighting and power points at all stands. Exhibitors may, by no means, remove any bulbs to obtain more power to their stands. / *Alle sale en binnenshuise uitstallokale is voorsien van algemene beligting en kragpunte by alle stalletjies. Uitstallers mag geensins gloeilampe verwyder om addisionele krag vir hul stalletjies te kry nie.*

b. An exhibitor may, under no circumstances, draw electricity from the Bredasdorp Park network by means of his own installation or coupling. / *'n Uitstaller mag onder geen omstandighede met sy eie installasie of koppeling elektrisiteit trek uit die Bredasorp Park netwerk nie.*

c. Any indoor exhibitor, who needs additional power or power points at his stand, must apply for it in writing before the show. The NAMPO Cape Management will, if enough power is available, make the necessary arrangements to make available additional power at the stand concerned, and the costs involved will be recovered from the exhibitor before the show. / *Enige binnenshuise uitstallers wat addisionele krag of kragpunte by 'n stalletjie benodig, moet voor die bestuur skriftelik daarom aansoek doen. Die NAMPO Kaapbestuur sal, indien voldoende krag beskikbaar is, die nodige reëlings tref vir die aanlê van sodanige addisionele elektrisiteit op die betrokke standplaas en die koste daaraan verbonde sal van die uitstaller verhaal word voor die skou.*

d. Power can be made available to most of the open stands. Should an exhibitor wish to have a power point installed on his stand, the same arrangements as in point 10(b) above, will apply. / *Krag is beskikbaar by die meeste oop standplase. Indien 'n uitstaller 'n kragpunt op sy standplaas wil laat aanbring, geld dieselfde reëlings soos onder punt 10(b) hierbo.*

e. No electrical installation on any stand may be removed and is deemed to be the property of Bredasdorp Park. / *Geen elektriese installasie op enige standplaas mag verwyder word nie en word geag die eiendom van Bredasdorp Park te wees.*

f. Since the power supply to the show grounds is limited, exhibitors in indoor and outdoor stands are limited to 10 amperes and 20 amperes respectively. In cases where exhibitors require more power on their stands, application must be made in writing on or before 31 July 2023. The costs involved in the installation and consumption thereof will be recovered from the exhibitor. Installations which are not approved by the Organisers, will not be allowed and such installations will be removed summarily. / *Aangesien die kragtoevoer tot die terrein beperk is, is uitstallers in binnenshuise en opelugstalletjies tot 10 ampère en 20 ampère onderskeidelik beperk. In gevalle waar uitstallers meer krag op hulle persele verlang, moet skriftelik daarom aansoek gedoen word voor of op 31 Julie 2023. Die koste van installasie en die verbruik daarvan sal van die uitstaller verhaal word. Installasies wat nie deur die Organiseerders goedgekeur is nie, sal nie toegelaat word nie en sulke installasies sal summier verwyder word.*

11. ELECTRICITY TARIFFS / ELEKTRISITEITSTARIEWE

a. Exhibitors who require additional electrical supply will, in addition to the costs involved with the installation, also pay an additional power consumption tariff as determined annually by the NAMPO Cape Management. / *Uitstallers wat addisionele elektrisiteitstoevoer vereis, sal bo en behalwe die koste verbonde aan die installasie ook 'n addisionele kragverbruikstarief betaal soos jaarliks bepaal deur die NAMPO Kaap bestuur.*

12. SERVICES LEVY / DIENSTEHEFFING

a. A basic levy for services on the terrain will be recovered from all exhibitors as a separate cost item in the exhibitors contract. The tariff will be determined annually by the NAMPO Cape Management and the relevant tariff will be indicated on the contract. / *'n Basiese tarief vir algemene dienste op die terrein sal van alle uitstallers verhaal word as 'n aparte koste-item op die uitstallerskontrak. Die tarief sal jaarliks deur die NAMPO Kaap bestuur bepaal word en die toepaslike tarief word in die ooreenkoms aangedui.*

13.WATER SUPPLY / WATERTOEVOER

a. Exhibitors must notify the Harvest Day Management in writing on or before 31 July 2023 of their requirements regarding water supply to their stands. Such water supply will, if possible, be supplied by the NAMPO Cape Management at the cost of the exhibitor. / *Uitstallers moet die NAMPO Kaapbestuur voor of op 31 Julie 2023 skriftelik verwittig van hulle behoeftes met betrekking tot watertoevoer tot*

hulle standplase. Sodanige watertoevoer sal, indien moontlik, deur die NAMPO Kaap bestuur op die koste van die uitstaller voorsien word.

b. Water supply is subject to the availability of sufficient water, after the requirements of essential services such as restaurants and ablution blocks have been met. An appeal is made to all exhibitors to conserve water. / *Watervoorsiening is onderhewig aan die beskikbaarheid van voldoende watervoorraad nadat aan die behoeftes van noodsaaklike dienste soos restaurante en ablusieblokke voldoen is. 'n Beroep word op almal gedoen om water te bespaar.*

c. Exhibitors requiring large volumes of water will be limited to 5 000 litre and must apply for additional water in advance and if approved will be under certain conditions, and will a fixed fee be charged. / *Uitstallers wat groot hoeveelhede water benodig sal beperk word tot 5 000 liter en sal daar vooraf aansoek gedoen moet word indien addisionele water benodig word. Indien dit toegestaan word, sal dit onder sekere voorwaardes geskied en sal 'n vasgestelde bedrag daarvoor gehef word.*

14. OPENING AND CLOSING OF HARVEST DAY GROUNDS / OPENING EN SLUITING VAN DIE TERREIN

a. The show starts at 08:00 and closes at 18:00 on Wednesday, Thursday, Friday and Saturday from 08:00 till 15:00 and all exhibitions must be manned during this time. Gates for exhibitors will open at 07:15 for exhibitors and close at 18:30. / *Die skou begin daagliks om 08:00 en eindig om 18:00 op Woensdag, Donderdag, Vrydag en Saterdag vanaf 08:00 tot 15:00 en moet alle uitstallings gedurende hierdie tyd beman wees. Die hekke sal om 07:15 vir uitstallers open en om 18:30 sluit vir uitstallers.*

b. All stands must be occupied and exhibitions must be ready at 14:00 on the day before the show, subject to the provisions of clause 5(h) and (k). / *Alle standplase moet beset en uitstallings gereed wees om 14:00 op die dag voor die skou, onderhewig aan die bepalings van klousule 5(h) en (k).*

c. Halls and outdoor exhibition areas will be open to the public daily from 08:00 to 18:00 and must be manned by the exhibitors during these times. / *Sale en buite-uitstalruimtes sal daagliks oop wees vir die publiek vanaf 08:00 tot 18:00 en moet deur die uitstallers beman word gedurende die tyd.*

d. For the purpose of effective security measures, no parties, receptions or social gatherings are allowed on the terrain. Exhibitors are requested to leave the show grounds by 18:30 every day, after which the terrain will be handed over to the security services. / *Vir doeleindes van doeltreffende sekuriteitsreëlings word geen partytjies, onthale of gesellighede op die terrein toegelaat nie. Uitstallers word versoek om die terrein teen 18:30 elke dag te verlaat, waarna die terrein aan die sekuriteitsdiens oorhandig word.*

e. Exhibitors will not be allowed to transport exhibition material to and from the show grounds during official show hours. Deliveries will only be allowed in exceptional cases and only between 07:00 - 08:00. See clause 17(b) / *Uitstallers sal nie toegelaat word om uitstalmateriaal van en na die uitstalperseel tydens*

amptelike skou-ure te vervoer nie. Aflewerings sal in uitsonderlike gevalle slegs in die oggende tussen 07:00 - 08:00 toegelaat word. Sien klousule 17(b).

15. STAND ATTENDANTS AND SECURITY / STANDPLAAS-OPPASSERS EN SEKURITEIT

a. In their own interest, exhibitors are requested to arrange for at least one representative to be in control of their stands during the times when the show is open to the public. / *In hulle eie belang word uitstallers versoek om te reël vir ten minste een verteenwoordiger om in beheer te wees van hulle standplase gedurende die tye wat die skou oop is vir die publiek.*

b. All exhibitors are requested to be security conscious for the duration of NAMPO Cape, and to inform their staff on duty at their stands, accordingly. / *Alle uitstallers word versoek om vir die duur van NAMPO Kaap sekuriteitsbewus te wees en om hulle personeel wat diens doen by hulle standplase, dienooreenkomstig in te lig.*

c. All exhibitors are expected to comply with all regulations and instructions regarding security, as issued by NAMPO Cape Management from time to time. / *Daar word van alle uitstallers verwag om gehoor te gee aan alle regulasies en instruksies met betrekking tot veiligheid, soos van tyd tot tyd deur NAMPO Kaap bestuur uitgereik mag word.*

d. No staff of exhibitors may be on the premises after 18:30. Exhibitors will only be allowed to make use of the official security firm appointed by NAMPO Cape Management and will not be allowed to make use of their own attendants. No person will be allowed to stay or sleep in exhibitions overnight (after closing of halls and the show). This rule is not applicable to the livestock exhibitors who, within the applicable rules, may have herdsmen on the terrain during the night. / *Geen personeel van uitstallers mag na 18:30 op die terrein wees nie. Uitstallers sal slegs toegelaat word om van die amptelike sekuriteitsfirma, wat deur NAMPO Kaap aangestel is, gebruik te maak en sal nie toegelaat word om van hul eie oppassers gebruik te maak nie. Geen persoon sal toegelaat word om op die standplaas te bly of te slaap nie (na afloop van die sluiting van sale en die terrein). Hierdie reël is nie van toepassing op vee-uitstallers nie, wat binne die toepaslike reëls, oornag veewagters op die terrein mag hê.*

e. Although the NAMPO Cape Management hires a security firm to provide security services for the duration of NAMPO Cape, NAMPO Cape Management accepts no liability for any damage or losses due to theft. / *Alhoewel die NAMPO Kaap bestuur 'n sekuriteitsfirma huur om vir die duur van NAMPO Kaap 'n sekuriteitsdiens te lewer, aanvaar die NAMPO Kaap bestuur geen aanspreeklikheid vir enige skade of verliese as gevolg van diefstal nie.*

16. ACCESS OF VEHICLES TO HARVEST DAY GROUNDS / TOEGANG VAN VOERTUIE TOT DIE TERREIN

a. No exhibitor will be allowed access of a vehicle onto the terrain during the NAMPO Cape show. Only vehicles of service providers will be allowed and only in exceptional circumstances / *Geen uitstaller mag gedurende NAMPO Kaap 'n*

voertuig op die uitstalterrein bring nie. Slegs voertuie van diensverskaffers sal in uitsonderlike gevalle toegelaat word.

Exhibitors who urgently need to transport exhibition material to the exhibition premises are only allowed to do so daily between 07:00 and 08:00, through the exhibitor vehicle entrance gate. Vehicle access is subject to certain conditions that must be strictly adhered to. Permission in terms of this clause will be granted at the discretion of the organisers and is not a right in terms of this contract. / *Uitstallers wat dringend uitstalmateriaal na die uitstalperseel wil vervoer, sal slegs toegelaat word by die uitstallershek tussen 07:00 - 08:00 in die oggend en toegang is onderhewig aan sekere voorwaardes wat streng nagekom moet word. Die toestaan van toegang in terme van hierdie klousule, geskied volgens die diskresie van die organiseerder en is nie 'n reg ingevolge hierdie kontrak nie.*

b. The NAMPO Cape Management reserves the right to have all unauthorised vehicles or trailers on the grounds removed at the expense of the owner. The NAMPO Cape Management does not accept any responsibility for any damage resulting from such removal, whether direct or indirect. / *Die NAMPO Kaap bestuur behou die reg voor om alle ongemagtigde voertuie en/of waentjies op die terrein op die koste van die eienaar te laat verwyder. Die NAMPO Kaap bestuur aanvaar geen aanspreeklikheid vir enige direkte of indirekte voortspruitende skade nie.*

17. DIRECT SALES TO THE PUBLIC / DIREKTE VERKOPE AAN DIE PUBLIEK

a. Exhibitors are allowed to take orders during NAMPO Cape as well as to sell directly to the public from their stands, provided that all articles that are sold are replaced immediately by similar articles in accordance with section 14(e). / *Uitstallers word toegelaat om gedurende NAMPO Kaap bestellings te neem en om direk aan die publiek te verkoop vanaf hulle standplase met die voorwaarde dat alle artikels wat verkoop word, dadelik vervang moet word met soortgelyke artikels, ingevolge klousule 14 (e).*

b. The NAMPO Cape Management reserves the right to prohibit the sale of any article and/or literature which they consider undesirable. / *Die NAMPO Kaap bestuur behou die reg voor om die verkoop van enige artikel en/of literatuur wat deur die NAMPO Kaap bestuur as ongewens beskou word, te verbied.*

18. DANGEROUS MACHINERY / GEVAARLIKE MASJINERIE

a. All machinery in use or any other potentially dangerous objects must be protected in such a way that the public and other persons are secured against injuries, with the understanding that the NAMPO Cape Management itself, by approving these protection measures, does not accept any responsibility for any injury or damage to any person or property caused by the said machinery or potentially dangerous objects. / *Alle masjinerie in gebruik of enige ander potensieel gevaarlike voorwerpe moet sodanig beskerm dat dit die publiek en ander persone teen beserings sal vrywaar, met dien verstande dat die NAMPO Kaap bestuur, deur goedkeuring van hierdie beskermingsmaatreëls, self geensins aanspreeklikheid aanvaar vir enige besering of skade aan enige persoon of eiendom veroorsaak deur genoemde masjinerie of potensieel gevaarlike voorwerpe nie.*

19. DISTRIBUTION OF PAMPHLETS, BALLOONS AND OTHER PROMOTIONAL ITEMS AND THE DISPLAY OF ADVERTISING BOARDS / VERSPREIDING VAN PAMFLETTE, BALONNE EN ANDER PROMOSIE-ITEMS EN AANBRING VAN ADVERTENSIEBORDE

a. Exhibitors are not allowed to distribute pamphlets or leaflets, except from their own stands, in accordance with the provisions of clauses 7(a) and 7(b). / *Uitstallers word nie toegelaat om pamflette of strooibiljette te versprei behalwe vanaf hulle eie standplase nie, met inagneming van die bepalings van klousules 7(a) en 7(b).*

b. In cases where an exhibitor distributes pamphlets or leaflets from any place in the grounds or parking area, the NAMPO Cape Management has the right to prohibit such distribution without any further notice and to take action against the exhibitor. / *In gevalle waar 'n uitstaller pamflette of strooibiljette vanaf enige plek op die terrein of parkeerterrein versprei, het die NAMPO Kaap bestuur die reg om sonder verdere kennisgewing sodanige verspreiding te verbied en teen die uitstaller op te tree.*

c. No advertising boards or banners may be put up or displayed at any place on the grounds or in the parking area or along access routes to Bredasdorp Park, except within the boundaries of an exhibitor's own stand. / *Geen advertensieborde of baniere mag op enige plek op die terrein of in die parkeerarea of langs die toegangsroetes na Bredasdorp Park aangebring of uitgestal word nie, behalwe binne die grense van 'n uitstaller se eie standplaas.*

d. The en-mass distribution of carry bags, caps, t-shirts and such items is not permitted, even from the exhibitor's own stand. Such items should only be handed out to prospective clients enquiring about the product of the exhibitor. / *Die uitdeel in massa van drasakke, pette, t-hemde en dergelike items sal nie toegelaat word nie, selfs vanaf die uitstaller se eie perseel. Sulke items behoort slegs aan potensiële kliënte gegee te word wat navraag doen oor die uitstaller se produk.*

e. The distribution of balloons or any gas-filled promotional material shall not be allowed. / *Die uitdeel van balonne of enige gasgevulde promosiemateriaal sal nie toegelaat word nie.*

f. The distribution of branded or non-branded bottled water shall not be allowed. / Die uitdeel van gebottelde water met of sonder 'n handelsmerk, sal nie toegelaat word nie.

20. COMPETITIONS AND FUND-RAISING / KOMPETISIES EN FONDSINSAMELINGS

a. The raising of funds of any nature, including the placing of a collection box at the exhibitor's stand, is not allowed. / *Die insameling van fondse van enige aard, ingesluit die plasing van 'n kollektebus by die uitstaller se standplaas, word nie toegelaat nie.*

b. The holding of legal competitions by exhibitors at their stands in favour of visitors is permissible, provided that the entry forms for the competition are only issued at the exhibitor's stand and that the prize is related to the exhibitor's product, taking

clause 7 into account. Exhibitors are requested to obtain prior written permission in this regard from the NAMPO Cape Management. / *Die hou van wettige kompetisies deur uitstallers ten behoewe van besoekers by die standplase is wel toelaatbaar, mits die inskrywingsvorms vir die kompetisie slegs by die uitstaller se standplaas uitgereik word en die prys verband hou met die uitstaller se produk, met inagneming van klousule 7. Uitstallers word versoek om vooraf skriftelike toestemming by die NAMPO Kaap bestuur hiervoor te kry.*

21. REMOVAL OF EXHIBITION / VERWYDERING VAN UITSTALLING

a. With the exception of goods that have been sold directly to the public, no exhibition or part thereof may be removed from the NAMPO Cape grounds during the course of NAMPO Cape. / *Behalwe vir goedere wat direk aan die publiek verkoop is, mag geen uitstalling of gedeelte daarvan van die NAMPO Kaap terrein verwyder word gedurende die verloop van NAMPO Kaap nie.*

b. Any exhibition that has not been removed within 7 days of the conclusion of NAMPO Cape , will become the property of NAMPO Cape and may be sold at the discretion of the NAMPO Cape Management. / *Enige uitstalling wat nie binne 7 dae na afhandeling van NAMPO Kaap verwyder is nie, sal die eiendom van NAMPO Kaap word en sal na goeddunke van die NAMPO Kaap bestuur van die hand gesit word.*

c. Exhibitors may partially or totally dismantle their exhibition stands from 15:00 – 18:00 on the Saturday afternoon of NAMPO Cape / *Uitstallers mag hul uitstallings vanaf 15:00 – 18:00 op die Saterdagmiddag van NAMPO Kaap gedeeltelik of geheel afbreek.*

22. FITTINGS / TOEBEHORE

a. The exhibitor is responsible for the costs and risks in respect of the installation of fittings at his stand. / *Die uitstaller is self aanspreeklik vir koste en risiko's met betrekking tot die aanbring van toebehore by die standplase.*

b. The NAMPO Cape Management is not responsible for any damage to fittings in-between shows. / *Die NAMPO Kaap bestuur is nie verantwoordelik vir enige skade aan toebehore wat geskied tussen een skou en 'n ander nie.*

23. LOSS AND DESTRUCTION OF PROPERTY / VERLIES EN VERNIETIGING VAN EIENDOM

a. The NAMPO Cape Management will not be responsible for any loss of or damage to goods suffered by any exhibitor, for any reason whatsoever. / *Die NAMPO Kaap bestuur sal nie aanspreeklik wees vir enige verlies aan of beskadiging van goedere gely deur enige uitstaller as gevolg van welke rede ookal nie.*

b. Exhibitors who do not wish to risk leaving their goods at their stands overnight should reconsider exhibiting at NAMPO Cape. No special arrangements will be made for the the daily removal of products unless prior written consent is obtained from management, which consent will be granted at the discretion of management and will not be a right in terms of this contract. / *Uitstallers wat nie kans sien om goedere oornag op standplase te los nie, moet herbesin of hulle by NAMPO Kaap wil uitstal. Geen spesiale reëlings sal vir die daaglikse verwydering*

van produkte getref word nie tensy vooraf skriftelike toestemming van die bestuur verkry is, welke toestemming volgens die diskresie van die bestuur sal geskied en nie 'n reg is ingevolge hierdie kontrak nie.

c. Exhibitors may not remove poles from the site under any circumstances. These poles are placed on site to restrict vehicles to certain parts of the terrain. Should the removal of poles by an exhibitor come to the attention of the NAMPO Cape Management, such exhibitor will be requested to leave the premises immediately and the exhibitor will loose the privilege to exhibit at NAMPO Cape, without any right of recovery regarding rent or any other amounts paid. / *Uitstallers word onder geen omstandighede toegelaat om paaltjies op die terrein te verwyder nie. Hierdie paaltjies is op die terrein geplaas met die doel om voertuie van sekere gedeeltes van die terrein weg te hou. Indien dit onder die aandag van die NAMPO Kaap bestuur sou kom dat 'n uitstaller paaltjies op die terrein verwyder het, sal sodanige uitstaller gevra word om summier die terrein te verlaat en sal die uitstaller sy voorreg om by NAMPO Kaap uit te stal, verbeur sonder enige verhalingsreg ten opsigte van huurgeld of enige ander gelde betaal.*

24. PUBLIC LIABILITY INSURANCE / PUBLIEKE AANSPREEKLIKHEIDSVERSEKERING

a. The NAMPO Cape Insurance Policy does not cover the exhibitor or his exhibition. It would therefore be in the interest of the exhibitor to obtain his own Public Liability Insurance for the duration of NAMPO Cape. / *Die NAMPO Cape versekeringspolis dek nie die uitstaller of sy uitstalling nie. Dit is daarom in sy eie belang dat die uitstaller sy eie Publieke Aanspreeklikheidsversekering verkry vir die duur van die skou.*

25. REOFFERING OF STANDS / HERAANBIEDING VAN STANDPLASE

a. Exhibitors are reminded that the agreement with the NAMPO Cape Management is only valid for one show, except in cases where the exhibitor has entered into a long-term contract with the NAMPO Cape Management. / *Die uitstaller word daaraan herinner dat die ooreenkoms met die NAMPO Kaap bestuur net vir een skou geldig is, behalwe in gevalle waar die uitstaller 'n langtermynhuurkontrak met die NAMPO Kaap bestuur aangegaan het.*

b. The NAMPO Cape Management is under no obligation to offer the exhibitor the same stand as the one he hired during the previous show, except in cases where a long-term contract exists in accordance with clause 27(a). It is, however, customary for the NAMPO Cape Management to do so, if possible. / *Die NAMPO Kaap bestuur is onder geen verpligting om die uitstallers weer dieselfde perseel of standplaas aan te bied as die een wat hulle gedurende die vorige skou gehuur het nie, met die uitsondering van gevalle waar 'n langtermynkontrak ingevolge artikel 27(a) bestaan, alhoewel dit die gebruik van die NAMPO Kaap bestuur is om dit wel, indien moontlik, so te doen.*

c. Furthermore, the NAMPO Cape Management is under no obligation to offer an exhibitor of one NAMPO Cape show a site or stand for the following NAMPO Cape show. In such instance, the NAMPO Cape Management shall be under no obligation to provide reasons for its decision. / *Die NAMPO Kaap bestuur is verder onder geen verpligting om 'n uitstaller van die vorige NAMPO Kaap skou, weer 'n perseel of standplaas aan te bied vir die daaropvolgende NAMPO Kaap nie. In*

so 'n geval is die NAMPO Kaap bestuur nie verplig om redes vir sy besluit te verstrek nie.

26. ALCOHOL AND FOOD ON THE HARVEST DAY GROUNDS / ALKOHOL EN VOEDSEL OP DIE TERREIN

a. In accordance with applicable legislation, no open fires or preparation of food will be allowed on stands. / *Ingevolge toepaslike wetgewing word geen oop vure of die bereiding van voedsel op standplase toegelaat nie.*

b. No exhibitor may, even for his own use, bring any alcohol or food onto the NAMPO Cape premises. / *Geen uitstaller mag, selfs vir eie gebruik, enige alkohol of voedsel op die NAMPO Kaap perseel bring nie.*

27. NOISE AND PRESENTATIONS AT STANDS/GERAAS EN AANBIEDINGS OP STANDPLASE

a. No loudspeakers or sound boosters are allowed at stands without prior written permission from the NAMPO Cape Management. / *Geen luidsprekers of klankversterkers word sonder die vooraf skriftelike toestemming van die NAMPO Kaap bestuur by standplase toegelaat nie*.

b. Exhibitors working with or demonstrating musical instruments, chain-saws or any other type of machinery with a high noise level, will not be allowed to do so if the NAMPO Cape Management should decide that such instruments or equipment is a nuisance to the public or other exhibitors, or to any of the livestock sections. / *Uitstallers wat met musiekinstrumente, kettingsae en enige ander soort masjinerie of instrument met 'n hoë geraasvlak werk of dit demonstreer, sal verbied word om daarmee te werk as die NAMPO Kaap bestuur besluit dat die geraas 'n las vir die publiek of ander uitstallers is, of as dit 'n las vir enige van die lewendehawe-afdelings is.*

c. The NAMPO Cape show is primarily a place of business and the emphasis should therefore be on the promotion of products, information and services, exhibitors will not be allowed to present any form of entertainment on their stands. This includes shows, music, jumping castles, etcetera. / *Omdat die NAMPO Kaap skou in wese ‘n plek van besigheid is en die klem daarom behoort te val op die aanbied van produkte, inligting en dienste, sal uitstallers nie toegelaat word om enige vorm van vermaak op hul persele aan te bied nie. Dit sluit in vertonings, musiek, springkastele, hidrouliese bulle, ensomeer.*

28. **CLEANING OF STANDS IN HALLS/SKOONMAAK VAN STANDPLASE IN SALE**

a. The exhibitor shall, for the entire duration of the show and at his own expense, keep his exhibition area neat, clean and hygenic./ *Die uitstaller sal vir die duur van die skou en op sy koste verantwoordelik vir die skoon en netjieshou van die standplaas wees.*

29. GENERAL / ALGEMEEN

a. Exhibitors failing to comply with any clause of this agreement, will risk losing their stands. / *Uitstallers wat in gebreke bly om aan enige klousule in hierdie ooreenkoms te voldoen, loop die risiko om hul standplase te verloor.*

30. AMENDMENT OF REGULATIONS / VERANDERING VAN REGULASIES

a. These regulations are, at all times, subject to amendments and supplements at the discretion of the NAMPO Cape Management. / *Hierdie regulasies is te alle tye onderworpe aan veranderings en aanvullings volgens die diskresie van die NAMPO Kaap bestuur.*