



Please read these terms and conditions carefully as they apply to your application and participation as a Vendor at the South African Future Trust Summit 2024 and where we are not responsible for any loss or damage suffered by you due to your application and participation as a Vendor at the Summit, including because you have used or relied on any provision of these terms and conditions. In particular, please pay special attention to the terms in bold..

Thank you ("You"/" Your"/"Vendor") for your interest in applying for a food vendor stall at the South African Future Trust Summit 2024 ("Summit"/"Event"). The South African Future Trust ("SAFT"/"We"/"Our") are thrilled to invite passionate and innovative culinary entrepreneurs to join us at this exciting event. To ensure a seamless and enjoyable experience for all participants, we have established a set of Terms and Conditions below and referred to in these Terms and Conditions (collectively "Terms"). Please review the Terms carefully before submitting your application, as they outline all food vendors' requirements, expectations and commitments.

By applying, you agree to abide by the Terms. Please ensure that you read thoroughly before committing to apply and participate in the Event.

1.Stall Packages

Indoor Food Stand 3m x 2m	Food Truck Outdoor 3m x 2m	Snack Indoor Stand 3m x 2m	Coffee Stand Indoor 3m x 2m	Juice/Soft Drink Stand 3m x 2m
R 2 500.00 ex. VAT	R 2 500.00 ex. VAT	R 2 500.00 ex. VAT	R 2 500.00 ex. VAT	R 2 500.00 ex. VAT
Electricity excluded	Electricity excluded	Electricity excluded	Electricity excluded	Electricity excluded
Thursday 24 & 25 October 2024	Thursday 24 & 25 October 2024	Thursday 24 & 25 October 2024	Thursday 24 & 25 October 2024	Thursday 24 & 25 October 2024
Exhibition Hall 2 Sandton Convention Centre	Exhibition Hall 2 Sandton Convention Centre	Exhibition Hall 2 Sandton Convention Centre	Exhibition Hall 2 Sandton Convention Centre	Exhibition Hall 2 Sandton Convention Centre

ELECTRICITY

Electricity will be available to food and drinks vendors upon request, via the Application Form. Please indicate on your application, the number of plug points required and specify all electrical equipment, such as broilers, ovens, fridges, and coffee machines etc.

If you are selected, a fee for a 15A plug point is R 395.00 and a DB board, ranging from R 1350 - R 3 930 if required. This will be quoted and added to your invoice for all electrical requests. Indoor cooking vendors must have a 9 kg DCP fire extinguisher at their stand.

Only two deep frying units are permitted, and they must be equipped with electricity, a 9 kg dry powder extinguisher, and a fire blanket. In the event of failure to adhere to electrical regulations, you will be required to immediately remedy any such failure.

GAS

No more than two 9kg gas bottles are allowed in the loading bay. but they must be placed in the open space by the brick wall and kept at least 3 meters apart. Gas bottles must not be near drainage systems, electrical points, or stored under tables; they should always be kept in the open. Gas pipes must be in good condition, secured with metal clamps, and no longer than 2 meters. If you detect a gas smell, turn off the bottle immediately. When using gas, you must provide a 9 kg dry powder extinguisher and a fire blanket.



2. Stand

• Indoor stands – Includes Food, Snack, Coffee & Juice Stands

- A structure with a counter and barstool will be provided to ensure the event look and feel is maintained. You may motivate for your own custom stand/food truck when submitting your Application.
- A printed stall name will be provided once you have submitted your high-resolution artwork.
- A Storage area will be provided which the Vendor must ensure is locked. The Vendor shall not store any contents in violation of health and safety rules and regulations.
- Two Exhibition Stand tickets and one Summit Ticket are included in your stand price.

Outdoor Stands - Food Trucks

- A demarcated area under a high concrete alcove will be allocated.
- Please specify in the Application if you have an electric or gas food truck, as the venue allows for only 2 x 9 kg bottles under this structure.
- Electric food trucks are more favourable for selection due to the above gas restrictions.
- Two Exhibition Stand tickets and one Summit Ticket are included in your stand price.

3. Applications

- Online application process
- All applications must be done online via the website: **HERE**. No other form of application will be accepted.
- Once Your application has been successfully submitted, an automated confirmation of your logged application will appear on your screen.
- Please ensure uploaded image file sizes of good quality and, in a PDF, or png. format.

Selection Process

- The mere submission of your application does not mean automatic selection.
- The selection process takes up to two weeks unless otherwise communicated.
- YOU WILL ONLY BE NOTIFIED IF ACCEPTED by the date mentioned in the submission confirmation message.
- Once selected, you will be sent a contract including a copy of the Terms and a proforma invoice.
- Your stand will be confirmed upon receipt of payment.
- Should you not hear from us, please consider your application unsuccessful.

Selection Criteria

- Accurate information and photographic images of your product/food truck offering must be uploaded to the application.
- Healthy menu options and originality will be favoured.
- Items sold must be small business owner-made (or certified reseller).
- Your capacity to produce and deliver the required 450 servings per day will be considered.
- Only small business owners and/or certified resellers only. No large franchise or restaurant chains will qualify.
- Digital presence – website and social media presence will be reviewed as part of the process to determine the integrity and sustainability of your business.
- We will also consider the pricing of your products as part of the application process.
- Your previous participation in similar-scale events will be considered.
- That you have all licenses and certifications necessary to sell your products at the Summit, and products do not infringe the intellectual property rights of any third party.



4. Things to Consider Before Applying.

- Do not apply if you cannot commit.
- As with any event, we cannot guarantee the attendance numbers.
- All vendors must commit to trade on both days of the Summit with setup/strike the day before and after, or as communicated by the Event Organiser. You shall be charged a fee of [R1000.00] should you not remove all items from your stand by [10 pm, 25 October 2024];
- Alcohol or alcoholic beverages will not be permitted at the Summit.
- Stand determination will be done by and at the sole discretion of the Event Organisers.
- Vendors will not be able to select their allocated positions.
- Our decision regarding selection and placement will be final.
- All transactions will be cashless, and an electronic platform will be provided to enable electronic transactions.

5. Certificate of Acceptability (COA) Requirements & Duties

COA Requirements

- All vendors that manufacture, store, distribute, prepare or sell any foodstuff or beverages intended for public consumption must have a **Certificate of Acceptability** ("COA").
- Once you have been selected, You will need to acquire a **COA for Region E** for the Sandton Convention Centre specifically and be in possession of this 15 days prior to the Summit. This must be sent to the Event Organisers electronically, and a hard copy is requested onsite. Please contact the following representative at the Department of Health for Region E to apply for the required COA:

ROXANNE NAIDOO

Environmental Health Practitioner

City of Johannesburg-Region E

Tel: (011) 582 1485

Cell: (+27) 79 493 5339

Fax: (011) 582 1657

Email: RoxanneN@joburg.org.za

COA Application form region E Requirements

- Health inspectors will be onsite to inspect stand/stalls to ensure compliance with the minimum standards prescribed by the Department of Health.
- They will disqualify You from trading and/or issue you fines up to R5 000.00 if the stand/stall is not compliant to such standards and/or necessary documentation is invalid.

6. General Rules

6.1. Duty of All Vendors

- You must -
- Ensure that food provided will not cause harm to the consumer. Source of ingredients must comply with legislation and be safe for human consumption;
- Prepare food onsite, if possible, to avoid post-contamination/temperature drop in transit;
- Ensure all staff are trained in principles and practices of food safety and food hygiene;
- Ensure refuse removal is compliant with the Event Waste Plan;
- Ensure stall area is always kept clean and tidy;
- Dispose of water in compliance with the Event Waste Plan;
- Ensure staff preparing food to wear correct PPE and no jewellery, to avoid contact with food.

6.2. Cancellations and Refunds

- Approved applications are non-transferable.
- Cancellations made 15 days or less before the Summit will not be refunded.
- Should you cancel more than 15 days before the Summit, You will be refunded [50]% of the Fee paid by You.
- All fees must be payable 15 days before the Summit. Should payment not be received in full by this time,
- we have the right to cancel your attendance at the Summit, and you will not be entitled to any refund.
- Should you not agree to the above terms and conditions, please do not apply.--

6.3. Force Majeure

- Neither Party shall be liable for damages for its failure to perform due to contingencies beyond its reasonable control, including, but not limited to, fire, storm, flood, earthquake, explosion, accidents, public disorders, sabotage, acts of terrorism, acts of war, riots, or acts of God.



6.4. Vendor Marketing

- Vendors and exhibitors are encouraged to actively promote their participation in the South African Future Trust Summit 2024 through their marketing and social media channels. When doing so, we kindly request that all promotional content aligns with the values and reputation of the South African Future Trust brand.
- Specifically, vendors and exhibitors must:
 - Tag our official social media handles in all related posts, ensuring visibility and proper representation of the event.
- Use the following official hashtags in all social media posts: #SAFutureTrust, #EmpoweringEntrepreneurs, #SmallBusinessChampions, #FuturingSA, #SAFutureTrustSummit.
- Ensure that all promotional content and communication are positive, respectful, and do not undermine or cast the South African Future Trust brand in a negative light.
- Any promotional activities that conflict with the values or damage the reputation of the South African Future Trust brand may result in the removal of such content and, if necessary, further action as deemed appropriate by the event organizers.
- By participating in the South African Future Trust Summit 2024, vendors and exhibitors agree to adhere to these marketing and promotional guidelines.

6.5. Equipment

- Indoor vendors will be provided structure, table and barstool
- Food trucks will be allocated space relevant to their food truck specifications
- Electricity will be provided – All extension cords and plug adapters are the responsibility of the vendor and must be safety compliant. No onsite rental will be available.
- Additional electrical requirements will be quoted and billed separately.

6.6. Placement, Setup & Strike

- Vendor to set up in their designated site.
- Setup times and entry details will be communicated no later than two weeks prior to the Summit.
- No trailers may be left in the drop off areas.
- Storage areas will be made available. Vendors to ensure the area is locked, and must comply with all health and safety regulations. The organiser will not be liable for any lost valuables.
- Please ensure you have enough staff for setup and strike as no employee of the Sandton Convention Centre may be contracted to assist.
- When onsite, please adhere to the rules and regulations of the SCC and follow all instructions.
- Do not set up outside your allocated areas.
- Banners and additional signage may not be erected without prior arrangement and organiser approval.
- No perishable foodstuff may be left on the stand overnight.
- There will be overnight security in the venue.
- All vendors must have the stalls ready from and trading by 07:00 on each day.
- All stands must be open for the duration of each day from 07:00 – 18:00. In the event that you sell out on goods, signage will be provided indicating the same. The stand must not be packed up or removed, until after the event, in alignment with the organisers.
- Vendors clear their stalls on the evening of 25 October 2024 (Friday). Details will be communicated.
- Access on event day is controlled by market stall accreditation, arrangements must be made if you have more than 3 staff members per stall.
- The structure needs to be clean and free of refuse and left over food/stock after striking.

6.7 Liability and Indemnity

- The organisers of the South African Future Trust Summit 2024 shall not be held responsible for any loss, damage, or injury incurred by food vendors, their employees, or their property during the event. This includes, but is not limited to, injuries such as burns, cuts, or any other accidents that may occur while preparing or serving food.
- Food vendors are required to take all necessary precautions to ensure the safety of their operations and are encouraged to have appropriate insurance coverage.
- By participating in the event, food vendors agree to indemnify and hold harmless the organisers from any claims, liabilities, or expenses arising from their participation.

7. Vendor Etiquette

- The Summit is fostering a culture of community and team spirit. Please be courteous to all stand holders, venue health & safety, organisers and attendees during the full duration of the event.
- Adhere to all rules of the organisers and venue.



General

8. Protection of Personal Information Act

Please refer to the Privacy Policy which sets out the terms and conditions upon which the SAFT and Event Organisers handle your Personal Information

9. The Vendor shall and shall procure that it and all its staff at the Summit (a) comply with all applicable laws, regulations, and venue rules, including safety, fire, and health regulations (b) shall not in any way damage the floor, walls, ceiling, roof or any part of the structure of the buildings in which the Summit takes place. A Vendor causing any such damage shall be liable for such damage.

10. We may (a) instruct disruptive individuals to leave the Event; (b) reallocate Event space at our discretion if the Vendor has not appeared or begun to set up the Exhibition Space two hours prior to the opening of the Event.

11. You warrant and represent that you will not engage in any activities during the Event that could damage the reputation of the SAFT or any trustees of the SAFT.

12. Subject to the Consumer Protection Act of 2008 ("CPA"), if applicable, SAFT and its trustees disclaim all warranties and conditions, whether express, implied, statutory or otherwise.

13. Notwithstanding any other provision of the Terms and subject to the CPA, neither SAFT, trustees of the SAFT and the Event Organisers shall be liable for any loss, liability, damage (whether direct, indirect or consequential) and/or expense of whatsoever nature and howsoever arising suffered by the Vendor, its members, employees, agents or representatives where same is caused by or attributable to (a) loss, damage, or injury to the Vendor, its employees, invitees, its property, any injuries such as burns, cuts or any other accidents that may occur while preparing or serving food ; (b) the acts or omissions of the Vendor's and its personal at the Event; (c) any breach by the Vendor of the Terms.

14. Subject to the CPA, the Vendor indemnifies, defends, and holds harmless SAFT, its employees and all trustees for the time being of SAFT, from and against any and all claims, damages, losses, and expenses which are caused by or attributable to (a) the Event; (b) Vendors participation in the Event; (c) breach of the Terms by the Vendor.

15. Nothing in the Terms shall be construed as creating any relationship of agency, employment, partnership or joint venture between SAFT and the Vendor and neither shall the Vendor hold itself out as being an agent or partner of SAFT or as being in a joint venture with SAFT.

16. The Terms constitute the sole record of the agreement between the Parties in relation to the subject matter hereof. No party shall be bound by any express, tacit or implied term, representation, warranty, promise or the like not recorded herein.