

Cape Mental Health
26th Cape Town International Kite Festival
24-25 October 2020



Provisional Vendor Booking Form

Vendor details

Name & Surname			
Address			
Cell Phone		Email	
Facebook		Instagram	



Food vending stalls will be limited and these must be accommodated within a properly fitted, certified trailer/truck. No sale of food will be allowed from gazebos. The organisers will also limit the number of food trucks selling the same/similar products.

Stall details

Name of stall				
Type of stall	Food truck	Non-food \ Craft		
Stall menu				
Please provide a full list of ALL items that will be sold				
Halaal certified	Yes		No	If yes, please provide documentation
Do you have Public Liability Insurance?	Yes		No	If yes, please provide the insurer details and value of cover.
Name of Insurer				Value of cover



The selling of tobacco products, alcohol, toy guns, toy weapons, and knives/swords is strictly prohibited. The selling of kites is not allowed – Cape Mental Health reserves the sole right to sell kites. The number of stalls selling cheap imported toys will be limited at the discretion of the organiser.

Cape Mental Health
26th Cape Town International Kite Festival
24-25 October 2020



Stall costs

Food truck\ trailer	Cost (VAT included)	Number of stalls	Total cost
Food stall with <u>limited power</u> (6m X 3m)	R 2 500.00		
Non-food\ Craft stall	Cost (VAT included)	Number of stalls/tables	Total cost
Stall in village area (3m X 3m)	R 1 500.00		
Craft/Artisanal Table inside marquee (2m X 1m)	R700.00		

Booking process

1. Complete the provisional booking form.
2. Forward the completed form to: events@cmh.org.za.
3. Application will be managed on a first-come-first-served basis, using the email date (as this will inform the order in which applications will be viewed.)
4. Applications close on 6 July 2020.
5. The Kite Festival Committee will then make its selection based on the information received.
6. Cape Mental Health will review your application and notify you if your application has been successful.
7. At this point Cape Mental Health will determine the list of items you will be allowed to sell.
8. You will then receive the full Vendor Booking Form.
9. Your completed forms and proof of payment of the deposit must be returned to Cape Mental Health by no later than 28 August 2020.
10. Your stall will be RESERVED when you have paid your non-refundable deposit of 50%:
 - 10.1.1 We will require proof of payment via email.
 - 10.1.2 Please write your name and surname on the deposit slip as proof of payment.
 - 10.1.3 You will then receive acknowledgement that your stall has been reserved.
11. Only FULL PAYMENT by no later than **28 August 2020** will secure your stall.
 - 11.1.1 We will require proof of payment via email to: events@cmh.org.za.
 - 11.1.2 You will then receive confirmation that your stall has been booked.
12. Failure to comply will render your application void and the opportunity will be passed on to the next vendor on the list.