

Savannah Mall

Pietersburg Property Development (Pty) Ltd

Cnr Grimm Street & Thabo Mbeki Drive, Polokwane, 0699



EXHIBITION APPLICATION DATE _____

Welcome to SAVANNAH MALL, The premier exhibition opportunity in Limpopo with an average foot count of 500 000 visitors a month!

Attached is the Exhibition Request form to be completed as well as Exhibition Rules.

Area	Size	Rate	Amount
Clicks Court	3m x 3m = 9 m ²	Mid-Week Weekend	R1 300 per day R4 500.00
DMJ Court	2m x 3m = 6m ²	Mid-Week Weekend	R1 200 per day R3 500.00
Mugg & Bean Court	5m x 6m = 30 m ²	Mid-Week Weekend	R1 500.00 per day R4 500.00
Entrance 3 Paved	4m x 4m = 16m ²	Mid-Week Weekend	R1 500.00 per day R4 000.00
Banking Mall (ABSA)	4m x 4m = 16m ²	Mid-Week Weekend	R1 500.00 per day R5 000.00
Banking Mall (lift area)	15m x 4m = 60 m ²	Mid-Week Weekend	R2 000.00 per day R6 500.00
Mr Price (Entrance 2)	3m x 3m = 9m ²	Mid-Week Weekend	R1 300.00 per day R4 500.00
Cinema Foyer	5m x 4m = 20m ²	Weekly	R3 250.00
Up to 10 Parking Bays		Mid-Week Weekend	R2 000.00 per day R6 000.00
Board Room	Large	Per day	R800.00
Board Room	Small	Per day	R600.00
Rooftop		Per day	R5 000.00
Foschini Escalators branding 2 x sets		30 days	R 3000.00
Café Rossini Lift branding 2 x sets		30 days	R 6000.00

- ★ Weekend bookings are from Friday – Sunday irrespective of whether all 3 days are used
- ★ Prices *do not* include VAT
- ★ Branding designs must be submitted via email to the Centre Manager for approval
- ★ PLEASE NOTE: Covered parking (Banking Mall) has a height restriction of 2 metres and delivery vehicles may be affected.

CENTRE MANAGER

Tel: 015 296 1401

E-mail: manager@savannahcentre.co.za

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Exhibitor Contact Details

Name of Business		
VAT Number		
Address of Business		
	Main	Alternative
Contact Person		
Tel		
Cell		
Fax		
Email		

Type of exhibition – Brief description:

Exhibition Details

Date:		Preferred location (<i>subject to availability</i>) (Use Numbers Below):	
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Payments

Payment Methods	Direct Deposit / EFT
Account Holder	Pietersburg Property Development Marketing
Financial Institution	Nedbank
Branch Code	116535
Account Number	1165032287

All payments have to be made prior to the exhibition!
Kindly email proof of payment to info@savannahcentre.co.za

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Savannah Mall Event and Exhibition Rules:

- 1 Exhibitors and event organisers are responsible for their own **liability insurance**. A copy of this insurance must be submitted to Savannah Mall prior to the event. All participants will be required to sign an indemnity form and Savannah Mall and the owners of the property will not be liable for any injury, damage or theft that occurred during the exhibition or event.
- 2 Exhibitions/events must be paid one week in advance or the exhibitor will not be allowed to exhibit in the mall and the space may be given to another party.
- 3 Once the exhibitor or event organiser has committed to an exhibition/event and received confirmation from Savannah Mall, a 50% cancellation fee will apply if the exhibition/event is not cancelled at least 10 days prior to the date of execution.
- 4 Exhibitors and event organisers must ensure that the space used is left in the same condition as when they arrived. Savannah Mall reserves the right to issue a cleaning bill, should this rule not be adhered to.
- 5 In the event that electricity is used during any exhibition or event, the exhibitor or event organiser must secure all leads and/or power cords to the floor with **Silver Duct Tape** and remove any tape glue from the floor after the exhibition.
- 6 All exhibitions and events have to be of high quality. Exhibitors or event organisers may collect tables from Centre Management at a daily non-refundable fee of R200 and return it on the day that they leave. **Note that all tables must be draped with table cloths.**
- 7 Exhibitors or event organisers must report to Centre Management on the first day of exhibition to discuss the lay-out and programme of the exhibit/event.
- 8 Savannah Centre undertakes to guarantee that exhibition/event areas will be reserved, booked and confirmed. **However**, exhibitions that are granted free of charge may be moved to another area in the mall if the initial area can be sold to a paying exhibitor.
- 9 Centre Management reserves the right to cancel any exhibition on short notice with full refund where applicable.
- 10 Under no circumstances will Savannah Mall allow exhibitors or event participants to roam the mall and hand out leaflets, pamphlets or any other items. These are to be distributed from the exhibit/event space only.
- 11 Under **NO** circumstances will Savannah Mall allow any music, PA systems or any other loud and interruptive sounds/noises inside the mall. In the event of not adhering to these rules, Centre Management reserves the right to cancel the exhibition.
- 12 No high structures or gazebos are allowed inside the mall. The **height restriction is 1.5m** and should at no stage block any shop front view.
- 13 **No eating** will be allowed in any exhibition areas. Special arrangements will be made with event organisers.
- 14 Exhibitors will not be allowed to exceed their exhibition space size as per agreement. If an exhibitor does not comply with restrictions, they will be asked to leave the mall at once and will not be allowed to exhibit again. No refunds will be given to exhibitors if they were requested to leave the premises.

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- 15 Event organisers must clear all plans and organisational details with Savannah Mall Centre Management **in writing**. If an exhibitor does not comply with restrictions, they will be asked to leave the mall and will not be allowed to exhibit again. No refunds will be given to exhibitors if they were requested to leave the premises.
- 16 All ideas, details and advertising material must be discussed with the Marketing Manager as all aspects of the exhibition or event with regards to size, content, music etc. are subject to approval by the Centre Management. Savannah Mall *reserves the right to ask exhibitors to change and/or remove any aspect of the exhibit at any time during the duration of the exhibit.*
- 17 All exhibitions are done so at exhibitors' or even organisers' own risk and Centre Management and owners of this property will not be responsible for any loss, damage and/or injury, to or from any property and/or persons resulting from any cause whatsoever.
- 18 Exhibitors may arrive at 08:00 on the day of the exhibition and must make sure that all their equipment and promotional tools are removed on the last day of their exhibition and not earlier than 18:00 that evening. Vehicles must be removed at 18:00 on the last day of the promotion. In the event of late clearance, the exhibitor will be invoiced for an additional day.

Savannah Mall Event and Exhibition Rules:

I hereby acknowledge that I have read, understood and accepted the abovementioned rules (pages 3 and 4), and that I will adhere to them.

SIGNED AT _____ ON THIS _____ DAY OF 20____

Full Name: _____

Signature: _____

On behalf of (company name) _____

Designation: _____

Office use:

Approved by: