



Information Letter

IMPORTANT DATES TO REMEMBER

20th May 2023	Selection day at Craft X-PO <i>(Applications close 18th May)</i>
8th June 2023	Deadline to submit your application form for South Market
10th June 2023	Selection day at Westcott Primary School (9 to 11am)
7th July 2023	Selection results , emailed to applicants
1st September 2023	Deadline for payment of registration fees
13th December 2023	Set up Day - from 14.00 - 19.00pm
23rd December 2023	Pack up day – from 16.30 - 19.00pm
4th November 2023	Barcodes to be collected at Westcott Primary School
8th January 2024	Final Payment made to vendors

APPLICATION FORMS

- All applications and product lists must be completed online at www.southmarket.co.za.
- Please ensure to print a copy for your own records before submitting your application.
- All applications submitted, will receive confirmation via email.
- Should this application process not be suitable for you, please let us know via email and we will gladly send you a hard copy to fill in.
- Applications close on the **8th June 2023**.

SELECTION PROCESS

Should you take part in the market, your products should have the following criteria to be successful at our market;

- Original craft with your design
- New fresh and exciting ideas
- Make an effort to reinvent the look of your stand
- Suitable as Christmas and other gifts
- Exceptionally well- presented merchandise
- Reasonably priced
- Must have enough stock for the entire market duration

Selection notes:

- All pricing must be visible on products.
- Round your products off to the nearest rand.
- Please bring a tablecloth to enhance your display of your products.
- The products that you present are the only products which may be sold at the market.

All foodstuff must have:

- List of ingredients
- How to store your product, before and after opening.
- Expiry date

SOUTH MARKET SELECTION DAY ON 10th JUNE

- All vendors coming for approval have the opportunity to set up their display anytime between **9am to 11am**. Please note that this approval is **ONLY** for South Market applicants. No other markets will be present.
- Please note for the selection day, that any foodstuff coming for approval must please be submitted in closed disposable containers with tasters/samples marked with applicant's name and left on your table.

REGISTRATION FEES

Exhibitors selected to participate in the market will be required to pay a registration fee which will be **due on or before 1st September 2023**. A commission of **19.5%** will be deducted from your total sales. This percentage must be included in the selling price.

Table fees are as follows;

- Full table/ floor space ($\pm 180 \times 70$ cm) **R800**
- Half table/ half floor space ($\pm 90 \times 70$ cm) **R400**

We look forward to meeting you on the selection day. Please feel free to contact us if you have any questions or queries regarding the information provided.

Kind regards

South Market Team 