

## COLLABORATION / STALL APPLICATION FORM

Thank you for showing interest in collaborating with Urth. Please complete the application form for the relevant event / occasion that you wish to part in. Note that all applications need to be approved in writing.

**PLEASE FILL IN THE BELOW FORM AND THEN PRESS SAVE.**  
Email the saved form to [welcome@urth.co.za](mailto:welcome@urth.co.za)

EVENT DETAILS WHERE YOU WANT TO BE PRESENT / COLLABORATE				
NAME OF EVENT				
DATE OF EVENT		URTH CONTACT PERSON		
YOUR DETAILS				
LEGAL REGISTERED NAME			TRADE AS:	
NATURE OF BUSINESS				
PREVIOUS EXPERIENCE / REFERENCES / TIME TRADING				
CONTACT DETAILS:	Name & Surname			
CELL NUMBER			Email:	
SOCIAL MEDIA ADDRESS	Facebook:		Instagram:	
YOUR EXHIBITION / STALL REQUIERMENTS				
TYPE OF SPACE REQUIRED:	Exhibition only	Craft / Product Sales	Food Sales	Drink Sales

The following will be completed together with your Urth representative once a formal meeting took place.

LOGISTICS OF THE EVENT				
AREA WHERE EVENT WILL BE HOSTED	Occasions venue	Arbour	Growth hub	Other:
DATE AND TIME WHEN SETUP NEED TO BE COMPLETED			DATE AND TIME WHEN BREAKUP CAN START	
FURNITURE AND FITTINGS	Bring own approved	Rent from Urth	Use pre-arranged Urth	
SPACE REQUIREMENT	3m Table	Quantity:	Other:	
COST OF THE AREA PER DAY				We only accept EFT payments

### Terms & Conditions:

- Kindly note that **ONLY** the products that you apply for may be sold. No subletting whatsoever.
- Urth and its staff / associated cannot assist with setup and / or breakdown of any kind or with printing of signs or marketing material.
- Tables / chairs and any furniture is only available by prior written arrangement.
- Electricity and Power and Water
  - Urth do not provide any plugs, extension cords or any assistance with electricity.
  - Urth provide pre-existing overhead lighting only. Directional lights must be provided
  - Urth have a generator, but its use is prioritized for our own equipment and use. We can thus not assist with electricity during power-interruptions.
  - Urth do not provide connection to water points.
- By completing this form, the application confirm that he/she have the necessary rights to sell the product/service and can provide the necessary legal licensing, certificates or other relevant documentation that may be applicable to the specific business.
- Space is only confirmed and allocated upon receipt of applicable proof of payment.

***I accept the above and confirm the details are correct.***

Name & Surname:

Capacity:

Date: