



# ONGWEDIVA ANNUAL TRADE FAIR 2021

## 26 – 31 AUGUST 2021

### APPLICATION FORM

Kindly cross with an (X) where applicable

Are you exhibiting:

- Normal / Conventional Trade Fair  
 Virtual Trade Fair  
 Both

**1. EXHIBITOR'S INFORMATION: (Kindly cross with an(X) where applicable)**

<b>Company Name</b>			
<b>Contact Person</b>			
<b>Job Title</b>			
<b>Nature of Business</b> <i>(give a brief description of your business)</i>			
<b>CONTACT DETAILS</b>	Postal Address:	Tel No.:	
	Fax No.:	Mobile No.:	
	Email:	Website address:	
<b>Country of Origin</b> <i>(for foreign exhibitors only)</i>			

**A SEPARATE APPLICATION FORM MUST BE COMPLETED FOR EACH EXHIBITION SPACE/ HALL  
PLEASE INDICATE WITH A CROSS (X) ON THE APPROPRIATE COLUMN.**

**2. INDOOR STANDS:** Please tick in the appropriate box

<b>2.1 Queen's Hall 3x3m<sup>2</sup> @ N\$ 5,000.00</b>		<b>2.2 King Kauluma' s 3x3m<sup>2</sup> @ N\$ 3,500.00</b>	
<b>2.3 Headmen's Hall 3x3m<sup>2</sup> @ N\$ 3,000.00</b>		<b>2.4 SME Tent @ N\$ 500.00</b> <i>(Please attached ID copy)</i>	
<b>2.5 Fish Hall 3x3m<sup>2</sup> @ N\$ 5,000.00</b>		<b>2.6 Virtual</b> Premium banner advertising @ N\$ 9,800.00 Standard exhibition booth @ N\$ 5,500.00	
<b>NB: Number of stalls required</b>		<b>Total amount Payable N\$</b>	

**DO YOU REQUIRE WHITE SHELL HARDBOARD PARTITIONING (CARPETING AUTOMATICALLY INCLUDED)? COST OF BREAKING DOWN THE STAND BUILT BECAUSE OF WRONG MARKING OF THIS FORM WILL BE BORNE BY THE EXHIBITOR.**

**Note: Not applicable to SME tent**

Do you require Exhibitor's name board positioned above the exhibition stand (printed in black/white)?	<b>YES</b>	<b>NO</b>
	<b>YES</b>	<b>NO</b>

3. **OUTDOOR STANDS:** Please cross (X) in the appropriate box

<b>3.1 Open Stand Cat A:</b> 6 – 9m <sup>2</sup> @ N\$ 2 500.00		<b>3.2 Open Stand Cat B:</b> 18m <sup>2</sup> @ N\$ 3 500.00		<b>3.3 Open Stand Cat C: 36m<sup>2</sup></b> @ N\$ 7 000.00	
<b>3.4 Open Stand Cat D:</b> Fish Hall only 36m <sup>2</sup> @ N\$ 7 000.00		<b>3.5 Open Stand Cat E:</b> Kidz Entertainment 81m <sup>2</sup> @ N\$ 7 000.00		<b>3.6 Open Stand Cat E: 81m<sup>2</sup></b> @ N\$ 15 000.00	
<b>3.7 Open Stand Cat G:</b> 150m <sup>2</sup> @ N\$ 18 000.00					
<b>Number of stands required:</b>				<b>Total amount payable</b> <b>N\$:</b>	

4. AGRICULTURAL SHOW

6-9m <sup>2</sup> @ N\$ 2 500.00	<b>YES</b>	<b>NO</b>
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5. **EXHIBITION CATEGORY:**

*The product/service sector's I/we wish to exhibit is (Please tick the appropriate category)*

Art/Craft/Pottery	Agricultural	GRN/Ministry/ Office/ Depart	Beauty Products	Clothing & Textile
Medical/Pharmaceutical/ Allied Services	Educatio	Amusement	Electronics	ICT Services
Financial Services	Media	Automotive	Manufacturing	Kitchenware
Regional/Local Authorities	Industrial	Banking	Non-Banking Financial Inst	
Stationery/Publishing	Furniture	Toys	Tourism/Hospitality	Food/ Beverages
Transport	Energy	Real Estate/ Properties	Mining	Fisheries/ Marine

**Other, please specify:**

6. **ADDITIONAL INFORMATION: EXTRA'S**

- The submission of an application form **does not** guarantee the applicant an exhibition booth/stand/space.
- Application due date: **30 May, 2021.**
- Successful applicants will be notified from **17 June, 2021.**
- The deadline for payment of exhibition stands: **30 June, 2021.**
- Bookings shall only be confirmed once actual payment has been received.
- Applications for extra entry and vehicle passes must be submitted on or before **15 July, 2021** while payment should be done on or before **August 15, 2021.** No extra passes shall be issued without full payment.
- Limited tables are available for rental, for the duration of the fair. Only **one** table per exhibition stand, up to a maximum of **two** tables for more than one stand, shall be allowed.

<p>The standard exhibition price includes:</p> <ul style="list-style-type: none"> <li>• The exhibition space (up to 9m<sup>2</sup>),</li> <li>• 2X Exhibitor's Passes and 1X Vehicle Pass ONLY (N/A to SME Tent)</li> </ul>	<p>ONLY 2X additional Exhibitor's Pass @ N\$180.00 can be ordered per stand.</p>	<p>ONLY 1X additional Vehicle Pass @ N\$ 180.00 can be ordered per stand.</p>	<p>Access Pass Booklet (14X paged) @ N\$ 240.00 PS: Each pass is valid for one entry ONLY.</p>
<p>Rental fee per table @ N\$ 70.00 for the duration of the Fair.</p>	<p>Special Exhibitor's Pass @ N\$ 360.00</p>	<p>Special Vehicle Pass @ N\$ 360.00</p>	<p>Rental of Conference Hall (2x hour session) @ N\$1, 150.00</p>

**OATF RESERVES THE RIGHT TO ALLOCATE ME/US IN THE APPROPRIATE PRODUCT GROUPING AREA FOR EXHIBITION. I/WE ACCEPT THE TERMS AND CONDITIONS OF THE ONGWEDIVA ANNUAL TRADE FAIR AND CONSIDER OURSELVES CONTRACTUALLY BOUND BY THESE.**

Signature: _____ Name in Print: _____ Date: ___/___/___
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**Ongwediva Annual Trade Fair**  
 Private Bag 5549, Ongwediva, Namibia  
**Tell: +264 65 230 191**  
**Fax: +264 65 230 610**  
**Email: [info@oatf.com.na](mailto:info@oatf.com.na) / [ongwetradeFair@iway.na](mailto:ongwetradeFair@iway.na)**  
**Website: [www.oatf.com.na](http://www.oatf.com.na)**