



WALMER PARK
SHOPPING CENTRE

EXHIBITION SPACE APPLICATION FORM

THE VERY BEST

As the number one shopping destination in Gqeberha (Port Elizabeth), Walmer Park Shopping Centre is situated in the leafy suburb of Walmer, between 14th and 16th Avenue. With over 150 stores under one roof, comprising a number of top national and international retail brands, restaurants and service related businesses, the centre offers you "The Very Best" shopping experience.

Well over 6 million shoppers from LSM category 7 - 10 are attracted to Walmer Park Shopping Centre per annum.

Hiring one of our exhibition spaces available within the shopping centre, presents an excellent opportunity for high profile exposure to the market for your business and your brand, at reasonable rates. Our exhibition areas are spacious, well positioned and can accommodate many different types of exhibitions, events or promotions.

EXHIBITION SPACE LEASING CRITERIA

Exhibition spaces in the Shopping Centre can be utilized for a number of different purposes however any Exhibitor's application whose services, products, company or organization conflicts with the interests of Walmer Park Shopping Centre, or does not conform to the standards or image of the Shopping Centre, unfortunately will be rejected.

In the interest of upholding the standards of the Centre, please take note of the following important information:

- The setting up and striking of the Exhibit is entirely the responsibility of the Exhibitor.
- Exhibits must be completely set up in the allocated area by no later than 08h30 on the first day of the exhibition and removed by no later than 20h00 on the last day of the exhibition.
- Exhibitors must strictly adhere to the size as agreed and allocated to the specific exhibition area.
- No selling is permitted in our exhibition spaces unless approved in writing by the Centre's Representative prior to the exhibition taking place.
- The Exhibitor is required to report to the Centre Security or the Centre Management offices upon arrival at the Centre to set up the exhibition, prior to commencing with the set-up of the exhibition.
- The Centre's representative will inspect the exhibition once it has been set up to ensure that all the rules and regulations pertaining to exhibitions in the Centre have been adhered to.
- Exhibitor branding, banners etc may not obscure shop fronts or mall access points.
- Walmer Park Shopping Centre reserves the right to immediately cancel any exhibition should it not meet the Centre's representative's approval or not adhere to the rules and regulations as detailed in the Exhibition Agreement. Non-compliance will result in the immediate termination of the Agreement without a refund.
- Should a booking be cancelled due to unforeseen circumstances or reasons beyond the control of the Centre and its representatives, or as a result of a Centre Promotion, which cancellation shall not be less than 14 days prior to when the booking is due to commence, a full refund of all monies paid will be given to the Exhibitor.
- If the Exhibitor cancels the promotion less than 10 days prior to the confirmed exhibition date, the exhibitor is liable to settle the full amount due for the booking.
- With regards to motor vehicle displays, Entrance No. 5 (closest to Cum Books) is utilized as access for vehicles entering the Centre. Where needed, some vehicles may need to be measured by the Exhibitor to confirm that the vehicle to be displayed will fit through the allocated entrance. It is the Exhibitor's responsibility to ensure that the motor vehicle will be able to fit through the entrance prior to the dates of the exhibition.
- Anyone entering Walmer Park Shopping Centre does so entirely at his/her own risk. The owners and management of the Centre stipulate that they are absolutely unable to accept liability or responsibility for injury to, or the deaths of any persons or for the damage of any nature whatsoever arising from negligence or any other cause. Hawking, begging, loitering, sampling, taking photographs, canvassing of tenants or shoppers are strictly not allowed. No animals are allowed in the Centre, with the exception of guide dogs. Charitable activities/public services are allowed only in cases where management has been given prior notice and approved the activity or service.

HOW TO APPLY FOR EXHIBITION SPACE

- Applications for exhibition space must be made as far in advance as possible, in order to secure your preferred exhibition dates, but no more than 6 months in advance of the proposed date.
- Complete an Exhibition Application Form and return it to the Walmer Park Centre Management Offices. Either download the application form from the website: www.walmerparkshoppingcentre.co.za or contact the Centre Management Offices at Walmer Park Shopping Centre on +27 (0)41 368 269.
- As far as possible, fully detail and describe your proposed exhibition, promotion or event. The inclusion of visual material of the proposed event in your application, will assist with the assessment of the application. Verbal bookings will not be considered or entertained.
- Once an Exhibition Space Application Form has been completed and submitted, and the availability of the required dates and location confirmed, the Exhibitor will be sent an Exhibition Agreement, which will need to be signed and accepted by the Exhibitor. This Exhibition Agreement contains all the necessary information pertaining to the Exhibit, the rules and regulations applicable to exhibitions, a copy of the original application form completed, the invoice and an indemnity form, which will need to be signed and completed in full by the Exhibitor.
- Bookings are only deemed as being confirmed once all the necessary paperwork has been completed. The Exhibitor will be required to submit proof of payment before the exhibition can take place.
- Walmer Park Shopping Centre reserves the right to re-let the space for the period which the Exhibitor has booked and/or cancel the booking completely should the payment due not be received within the required time period. A booking can only be deemed paid for once the proof of payment has been submitted to Walmer Park Shopping Centre via e-mail: dbloem@growthpoint.co.za or by hand.

T H E V E R Y B E S T

The application form must be completed, signed and returned to Walmer Park Centre Management.
This can be done by either hand delivery to the Centre Management offices, e-mail: dbloem@growthpoint.co.za

EXHIBITION SPACE APPLICATION

Company:

Contact Person & Position:

Postal Address:

Telephone Number:

Cell Number:

E-mail:

EXHIBITION SPACE GENERAL

Exhibition Description:

Products, activities,
measurements, banners,
general overview etc.

Exhibition Objective:

Sales, increase awareness etc.

Exhibition Dates:

Please provide preferred
dates and secondary choice

First Choice:

Second Choice:

Exhibition Space Requested:

Please refer to the mall map found
on page 4 of this document

First Choice:

Second Choice:

Special Requests:

Trestle tables, Walmer Park
tablecloths, plug points, carpets
etc., additional requirements

EXHIBITION SPACE INVOICE DETAILS

VAT Number:

Registration Number:

Payment Method:

Booked By:

(Name, Position, Company)

Signed:

Date:

T H E V E R Y B E S T

EXHIBITION SPACE LOCATIONS

Court	Size (m ²)	Daily Rate	Festive Season Rate (Per Day)
C1 - Pick n Pay Court	9	R1400	R2000
C2 - American Swiss Court	24	R1800	R2000
C3 - Old Khaki Court	16	R1800	R2000
C4 - Nespresso / Lindt Court	16	R1800	Not Available
C5 - Woolworths Forecourt	16	R1800	R2000
C6 - Edgars Court	24	R1800	R2000
C7 - PNA Court	9	R1400	Not Available

- Daily rates increase in November and December months.
- All prices exclude VAT.



KEY

1 - 5 ENTRANCES

MEN'S & LADIES' TOILETS

DISABLED FACILITIES & BABY CHANGING FACILITIES

STAIRS

ELEVATOR

EMERGENCY EXIT

ATM

ASSEMBLY POINT

WE ARE PROUD TO BE A



WHEELCHAIR FRIENDLY CENTRE

CONTACT US:

Deveda Bloem - Marketing Manager

E: DBloem@growthpoint.co.za

T: +27 (0)41 368 2690

Between 14th & 16th Ave, Main Rd, Walmer

www.walmerparkshoppingcentre.co.za

Connect with us

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