

Georganiseer deur:



Besprekingsvorm / Booking Form

# ***CHE OPVOEDKUNDE EKSPLO / CHE EDUCATIONAL EXPO***

***14 September 2019 (09:00 – 15:00)***

**Stellenberg NG Gemeente**

(Edelweis Rd & Mountain View Drive, Stellenberg, Cape Town)

**[klik HIER vir kaart / click HERE for map](#)**

**[www.homeschoolexpo.co.za](http://www.homeschoolexpo.co.za)**

***Oorweeg ook om by die volgende ekspos uit te stal / Also consider exhibiting at the following expo's:***

- KragDag (8-10 Aug 2019)
- Karoo Opvoedkunde Ekspo / Karoo Educational Expo (23-24 Aug 2019)
- Gauteng Opvoedkunde Ekspo / Gauteng Educational Expo (19 Okt/Oct 2019)
- KZN Opvoedkunde Ekspo / KZN Educational Expo (9 Nov 2019)

***Vir meer besonderhede besoek bogemelde webtuiste / For more information visit above mentioned website.***

## BESPREKINGSVORM / BOOKING FORM

Die besprekingsvorm hieronder sluit 'n lys in van al die ekspo bemarkingsgeleenthede (*uitstalpakette, advertensiegeleenthede en borgskappegeleenthede*) wat beskikbaar is vir ondernemings wat wil deelneem aan die Ekspo.

The booking form below includes a list of all the Expo marketing opportunities (*exhibition packages, advertising opportunities and sponsorship opportunities*) that are available to companies wishing to participate in the Expo.

**Indien u enige haakplekke ondervind om die besprekingsvorm te voltooi, skakel met ons by 087 231 1644 of [expo@tuisskolers.co.za](mailto:expo@tuisskolers.co.za).**

**If you experience any difficulties in completing the booking form, contact us at 087 231 1644 or [expo@tuisskolers.co.za](mailto:expo@tuisskolers.co.za).**

Met die inhandiging van hierdie besprekingsvorm bevestig u dat u die Terme en Voorwaardes gelees het en daarmee instem.

By submitting this booking form you confirm that you read the Terms and Conditions and agree to it.

### Uitstaller se besonderhede / Details of Exhibitor

Naam van Uitstaller: Name of Exhibitor:	<input type="text"/>
Kontakpersoon: Contact Person:	<input type="text"/>
Tel no: Tel no:	<input type="text"/>
Sel no: Cell no:	<input type="text"/>
E-pos: E-mail:	<input type="text"/>
Webtuiste: Website:	<input type="text"/>
Produk/Diensbeskrywing: (vir publikasie in program) Product/Service Description: (for publishing in program)	<input type="text"/>
Spesiale versoeke: Special requests:	<input type="text"/>

## BORGSKAP, UITSTALPAKKETTE, EKSTRA'S / SPONSORSHIP, EXHIBITION PACKAGES, EXTRAS

Item	Beskrywing	@	Kies
1.	<p><b>Ekspo Borg:</b> 3 x tafels van 1 800 x 700 mm by ingang waar alle besoekers moet verbyloop   6 stoele   Kragpunt   1 x 45 minute spreekbeurt in die lesinglokaal   1 x pamflet (400 kopieë verskaf deur uself) in ekspo-sakke wat tydens registrasie aan besoekers oorhandig word   1 x volblad volkleur advertensie in die A5 ekspo program op prominente posisie   1 x volblad promosie-artikel in die ekspo program   Baniere kan geplaas word by registrasie en in die teetuin   1 x banier kan geplaas word in die lesinglokaal   U onderneming se borgskap sal elke uur vermeld word oor die luidsprekers   U onderneming sal as borg vertoon word op die webtuiste en in die gedrukte ekspo program   Kontakbesonderhede gelys in gedrukte program en op webtuiste.</p> <p>(Bring eie 5m verlengkoord en tafeldoeke.)</p> <p><b>Expo sponsor:</b> 3 x tables of 1 800 x 700 mm at entrance where all visitors must pass   6 chairs   Power point   1 x 45 minute lecture in the seminar   1 x flyer (400 copies to be provided by yourself) in expo bags issued to visitors at registration   1 x full page full colour advertisement in the A5 expo program at a prominent position   1 x full page promotional article in the expo program   Banners can be placed at registration and in the tea garden   1 x banner can be placed in the lecture room   Your organization's sponsorship will be mentioned every hour over the public address system   Your organization will be presented as sponsor on the website and in the printed program   Contact details listed in printed program and on website.</p> <p>(Bring own 5m extension lead and table cloths.)</p>	R11 000	<input type="checkbox"/>
2.	<p><b>Prominensie Pakket:</b> 2 x tafels van 1 800 x 700 mm (<i>vir meer uitstalruimtes/tafel kies ekstra Basiese Pakket(te)</i>)   4 stoele   kragpunt   1 x pamflet (400 kopieë verskaf deur uself) in ekspo-sakke wat tydens registrasie aan besoekers oorhandig word   1 x volblad volkleur advertensie in die A5 ekspo program   1 x banier kan geplaas word in die teetuin   U organisasie se borgskap sal elke uur vermeld word oor die luidsprekers.   Kontakbesonderhede gelys in gedrukte program en op webtuiste.</p> <p><i>(’n Besparing van R400 op die normale tariewe plus die voordeel van die plasing van ’n banier en die uurlikse afkondigings.)</i></p> <p>(Bring eie 5m verlengkoord en tafeldoeke.)</p> <p><b>Prominence Package:</b> 2 x tables of 1 800 x 700 mm (<i>for more</i></p>	R3 600	<input type="checkbox"/> Voorkeurligging / Preferred Location: <input style="width: 50px; height: 20px;" type="text"/>

*exhibit space/tables select extra Basic Package(s)) | 4 chairs | Power point | 1 x flyer (400 copies to be provided by yourself) in expo bags issued to visitors at registration | 1 x full page full colour advertisement in the A5 expo program | 1 x banner can be placed in the tea garden | Your organization's sponsorship will be mentioned every hour over the public address system. | Contact details listed in printed program and on website.*

*(A saving of R400 on the normal tariffs plus the benefit of the placement of the banner and the hourly announcements.)*

*(Bring own 5m extension lead and table cloths.)*

**Basiese Pakket en/of ekstra tafel:** 1 x tafel van 1 800 x 700 mm | 2 stoele | Kragpunt | Kontakbesonderhede gelys in gedrukte program en op webtuiste.

*(Bring eie 5m verlengkoord en tafeldoek.)*

**3.**

**Basic Package and/or extra table:** 1 x table of 1 800 x 700 mm | 2 chairs | Power point | Contact details listed in printed program and on website.

*(Bring own 5m extension lead and table cloth.)*

R700

Voorkeurligging  
/ Preferred  
Location:

**Pamflet verspreiding:** Insluit van een pamflet in die besoeker ekspo-sakke. (400 kopieë verskaf deur uself)

**4.**

**Flyer distribution: Include** one flyer in the visitor expo bags. (400 copies to be provided by yourself)

R400

**Advertensie of Artikel in A5 gedrukte program**

*(Ontwerpbesonderhede sal deur ekspo-organiseerder verskaf word.) /*

**Advert or Article in A5 printed program**

*(Design details will be provided by expo organizer.)*

**5.**

- Volblad
- Full page

R2 200

**6.**

- Halfblad
- Half page

R1 430

**7.**

- Kwartblad
- Quarter page

R990

**TOTAAL BETAALBAAR**

## VORMS EN BETALINGS / FORMS AND PAYMENT

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Stuur voltooide vorm en bewys van betaling na expo@tuisskolers.org of faks na 086 771 1091.

Please send your completed booking form and proof of payment to expo@tuisskolers.org of fax to 086 771 1091.

**Bankbesonderhede/Banking details:**

<b>Naam / Name:</b>	KragDag
<b>Bank / Bank:</b>	FNB
<b>Tak / Branch:</b>	258155
<b>Rekening nr / Account no:</b>	62377296431
<b>Verwysing / Reference:</b>	Ondernemingnaam / Company name

Stuur asseblief 'n maatskappy logo saam met die besprekingsvorm vir vertoning op die Tuisonderwys Ekspo's se webtuiste.

Please send company logo along with the booking form for display on the Homeschool Expos' website.

## EKSPLO UITLEGPLAN / EXPO LAYOUT PLAN

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Binnkort beskikbaar / Available soon

## TERME EN VOORWAARDES / TERMS AND CONDITIONS

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### SPASIE TOEKENNINGS / STALL ALLOCATIONS

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Stalletjies word toegeken op 'n basis van eerste kom, word eerste gehelp, ons probeer soveer moontlik om aan ons uitstallers se voorkeure te voldoen.

Stalls are allocated on a first come, first serve basis, but we try our best to accommodate the preferences of our exhibitors.

### KANSELLASIES EN TERUGBETALINGS / CANCELLATIONS AND REFUNDS

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Skriftelike kansellاسies sal slegs aanvaar word voor die sluitingsdatum (16 Augustus 2019) en 'n 30% administrasiefooi sal vir kansellاسies gehef word. Daar sal geen terugbetaling van fooie wees vir kansellاسies na die sluitingsdatum nie.

Written cancellations will only be accepted prior to the closing date (16 August 2019) and a 30% administration fee will be charged for cancellations. No fees will be refunded for cancellations after the closing date.

### VERBEURING VAN UITSTALRUIMTE / FORFEIT OF STAND

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Uitstallers wat teen 08:30 op die ekspo-dag nie hulle uitstalruimte beset het nie, sal hulle uitstalruimte verbeur en dit sal gherallokeer word.

Exhibitors who have not occupied their stand at 08:30 on the expo, will forfeit their stand and it will be reallocated.

### VRYWARING VAN AANSPREEKLIKHEID / DISCLAIMER OF LIABILITY

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Met die instuur van die besprekingsvorm bevestig 'n uitstaller dat die organiseerders, sy werknemers en kontrakteurs nie aanspreeklik gehou sal word vir enige persoonlike beserings, afsterwe van enige persoon of verlies van of skade aan enige eiendom van enige aard nie, ongeag die oorsaak daarvan.

By submitting a booking form an exhibitor confirms that the organizers, its employees and contractors will not be held liable for any personal injury, death of any person or loss of or damage to any property of any kind, regardless of the cause.

### OPSTELTYE VIR UITSTALLINGS / SETUP TIMES OF EXHIBITS

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Die deure sal open vanaf 06:30 op die ekspo-dag vir uitstallers om hulle uitstallings op te slaan.

The doors will open at 06:30 on the expo day for exhibitors to do the setup of their exhibits.

## Kontakbesonderhede / Contact details

087 231 1644 / [expo@tuisskolers.co.za](mailto:expo@tuisskolers.co.za) / [www.homeschoolexpo.co.za](http://www.homeschoolexpo.co.za)