



For Official Use		Payment Ref: _____
<input type="checkbox"/> September 2018	<input type="checkbox"/> Commercial <input type="checkbox"/> F&B	Payment Mode:
<input type="checkbox"/> Hobbyist		<input type="checkbox"/> NETS <input type="checkbox"/> Credit Card
		Total Amount : _____
		Payment Date: _____

Application Form for
Gardeners' Market
 15 September 2018

A: APPLICANT PARTICULARS			
Name	:		
NRIC/Passport Number	:		
Date of Birth	:		
Email Address	:		
Tel (Mobile/Office)	:		
B: BOOTH INFORMATION			
Booth Name	:		
Registered Company Name (If Any)	:		
Company UEN/NRIC Under Company Name (If Any)	:		
Company Registered Address	:		
AVA / NEA License (if any):	:		
Registered Under		<input type="checkbox"/> Hobbyist - \$20 2ft x 4ft table with 2 chairs	<input type="checkbox"/> Commercial - \$30 2ft x 4ft table with 2 chairs
			<input type="checkbox"/> F&B - \$30 2ft x 8ft table with 2 chairs
Selected Event	:	<input type="checkbox"/> GDO 15 Sep 2018	
Electrical Equipment ¹	:	1.	
		2.	

1. Electrical equipment is strictly for display of products/services.
 Appliances should not exceed 13Amps.
 Use of extension cord is prohibited.



C: DESCRIPTION OF PRODUCTS/SERVICES ON SALE

Please list the products/services provided at the booth.
The Exhibitor should clearly state the products/services to be sold at the Gardeners' Market.
Additional product reference eg. Price list, catalogues, photos can be attached separately.

Garden & Lifestyle
Products must be gardening/nature related.

F&B Vendor
Food should only be pre-packed

I have read and understood the Terms and Conditions* and wish to take part in the Gardeners' Market.

Signature of Applicant

Company Stamp (If Applicable)

Name of Applicant

Date

*Please refer to the Terms and Conditions on the next page.

Please submit the completed application form via, email, post or in person by the following dates:

3 August 2018, Thursday before 12 noon

Attn:
Ms Pearl Ho
Email: Pearl_Ho@nparks.gov.sg

Mailing Address:
HortPark (Visitor Services Centre)
33 Hyderabad Road, Singapore 119578

For more information, please contact Pearl Ho at 96826310 or Camelia Marican at 97331520



TERMS & CONDITIONS:

Definition:

In these Terms and Conditions:-

- (a) The National Parks Board shall be referred to as the “Organiser”.
- (b) The company or individual submitting this Application shall be referred to as the “Applicant”.
- (c) The Applicant whose application has been approved by the Organiser shall be referred to as the “Exhibitor”.
- (d) The Gardeners’ Market shall be referred to as the “Event”.

1. The Applicant must notify the Organiser on details of the products and/or services they wish to promote at the Event through the Application Form, which shall be subject to approval by the Organiser.

2. Where the Applicant is required to obtain any licence, approval, permit or authorization from any relevant authority or organization, such as the National Environment Agency, related to their participation in the Event, it shall be the Applicant’s responsibility to obtain such licence, approval, permit or authorization at his own cost, prior to submitting the Application Form. The Organiser reserves the right to request the Applicant to furnish proof of the licence, approval, permit or authorization obtained by the Applicant at any time after the submission of the Application, failing which the Application may be rejected or if approval is granted, the approval may be revoked.

a. Importation or exportation of endangered species of plants plant products and insects requires a CITES permit issued by the authority based in the country of origin in charge of the import and export. The up-to-date list of CITES endangered species is available at www.cites.org. It is the Applicant’s responsibility to obtain the required CITES permit(s) and pay any costs associated with the same. Failure to comply with these requirements and to submit the relevant and necessary documents will lead to rejection of the application.

3. The Applicant is required to submit the list of products/services on sale and the price list at the Event at the point of application. All products/services on sale must be gardening-related or lifestyle products. All application forms must be complete with full details and with all supporting documents attached. Incomplete forms (including application forms with insufficient details or incomplete documents) will be rejected.



4. All successful applicants shall be notified within 14 working days after the closing date. Upon the Organiser's said notification, the Exhibitor must make payment within **8 working days upon notification**, via nets or credit card:

For nets or credit card payment, the Exhibitor shall make payment at HortPark Visitors Services Centre at 33 Hyderabad Road Singapore 119578. Please call 6471 5601 to make an appointment to make payment.

HortPark Visitors' Services Centre Opening Hours:

Monday to Friday : 0900 hrs to 1200 hrs
1300 hrs to 1700 hrs

Saturday : 0830 hrs to 1230 hrs

Closed on Sundays and Public Holidays

The Organiser reserves the right to revoke the approval granted to the Exhibitor if payment is not made promptly.

5. The Organiser reserves the right to accept or reject an application by the Applicant, or to revoke any approval granted to the Exhibitor without giving any reason. The Organiser's decision on the same shall be final. The Applicant shall note that submission of the application does not imply automatic approval of the application.

6. The Organiser will allocate the booth to the Exhibitor. Each Exhibitor is entitled to one (1) booth only. The decision of the Organiser regarding this shall be final.

7. The Exhibitor is not allowed to sub-let any booth or exhibition space to any other party that is not named as the Exhibitor in the Application Form or to sell any products or provide any service that are not approved by the Organiser.

8. The Organiser reserves the right to cancel or change the date, time and location of the Event.

9. Upon approval of the Exhibitor's application by the Organiser, under no circumstance shall there be any refund provided to the Exhibitor. The Organiser's decision regarding this shall be final.

10. All equipment shall be set up on the day of the Event, between 7.00am to– 8.30am. The booth must not be left unmanned by the Exhibitor at any point of time during the Event. Operating hours for the Event are from 9.00 am – 3.00 pm. The Exhibitor shall note that they are not allowed to stop operating before closing time without approval from the Organiser.

11. The Exhibitor shall make his own arrangements to safeguard his equipment and goods from theft, vandalism, loss or damage. The Exhibitor acknowledges that he shall be responsible for all his equipment and any other items (whether belonging to the Exhibitor, his employee, agent or contractor) placed, deposited, brought into or left in Park premises. The Organiser shall not be



responsible for the safekeeping or custody thereof. Under no circumstances shall the Organiser be liable to make good or accept responsibility or liability in respect of any theft, vandalism, loss or damage to the Exhibitor's equipment and the Exhibitor shall hold NParks harmless in this respect.

12. The Exhibitor shall be responsible for the business viability of his allocated booth at the Event and the Organiser will not be responsible for any losses incurred by the Exhibitor.
13. Upon conclusion of the Event, the Exhibitor shall dismantle or remove all property brought onto Park premises and ensure that all litter and debris are disposed by 6pm on the day of the Event.
14. Any property, litter, debris or rubbish remaining on or in Park after the Event may be disposed of by the Organiser in any manner and at the Organiser's discretion. The Organiser shall not be liable to the Exhibitor for any loss, cost, expense, damage or other consequences arising from such disposal and the Exhibitor shall reimburse the Organiser for any cost and expense incurred by the Organiser from such disposal. The Exhibitor shall, in addition, indemnify the Organiser against any liability or claim by a third party whose property was disposed of by the Organiser in the mistaken belief held in good faith (which shall be presumed unless the contrary be proven) that such property belonged to the Exhibitor.
15. The Exhibitor shall take good care of and shall not cause any damage or permit or suffer any damage to be done to Park or to any property, facility, tree or shrub belonging to the Organiser. Any damage to park property, facilities, trees and shrubs arising from the Event howsoever caused (including without limitation accidental damage caused by any act or omission whether negligently or otherwise of the Exhibitor, his employee, contractors, or agent) shall be repaired, replaced or reinstated at the Exhibitor's cost and expense, in accordance to the Organiser's requirements, and within the time specified by the Organiser. The Organiser may carry out such repairs or rectifications in which event all cost and expense incurred by the Organiser shall be fully recoverable from the Exhibitor. The Organiser's decision on this matter shall be final.
16. The Exhibitor shall note that unauthorised storage of equipment in Park is an offence.
17. The electrical consumption of each item of equipment brought into Park for the purposes of the Event should not exceed 13 Amps.
18. The Exhibitor shall assume all risks in respect of loss, injury or damage to any person or property, including the Exhibitor, all persons, the Organiser and their respective properties which may arise as a result of or in connection with the Exhibitor's Application and use of Park premises, or the non-provision of the premises by the Organiser for use by the Exhibitor for the Event.



19. The Exhibitor shall be solely liable for, fully indemnify and hold the Organiser, its officers, employees and agents, to the maximum extent permitted by law, harmless from and against:

(a) all liabilities, damages, costs and expenses arising from any claims, demands, actions, proceedings, recoveries, judgment or execution, damages, costs (including legal costs on a full indemnity basis and/ or reasonable solicitor's fees), losses and expenses of any nature which the Organiser, its officers, employees or agents, may suffer or incur by, from or in connection with the application, the Event or the Exhibitor's use or failure to use the Park premises or the provision or non-provision of the exhibition booths by the Organiser for use by the Exhibitor or any decision, or action of the Organiser; and/ or

(b) all loss and damage to Park premises its adjoining or neighbouring premises and to all property therein howsoever caused whether directly or indirectly by the Exhibitor, including without limitation all loss and damage caused by the use or misuse, waste or abuse of water, fire or electricity by the Exhibitor.