

TERMS & CONDITIONS OF SAFRA ENTREPRENEURS' MARKETPLACE

The Applicant(s) agree/agrees to abide by the following terms and conditions when participating in SAFRA Entrepreneurs' Marketplace, upon full payment of the booth(s) rental.

1.0 DEFINITIONS

- 1.1 "Vendor/Vendors" refers to the applicant(s) who rents a booth space at the Event. "Organiser" refers to SAFRA Entrepreneurs Club (SEC) who is Organiser of the Event. "Event" refers to the SAFRA Entrepreneurs' Marketplace.

2.0 ELIGIBILITY OF VENDOR(S)

- 2.1 Priority will be given to suitable proposals, SAFRA/SEC members and/or products/services, where applicable.

3.0 FEES

- 3.1 The rental fees will be collected in full by Organiser upon acceptance of this agreement.
- 3.2 Booth rental(s) are strictly non-refundable unless Event is cancelled by the Organiser and 100% of the rental fees will be refunded.

4.0 OPERATION AND BOOTH SPACE

- 4.1 Booth locations will be allocated by the Organiser. Sponsors of the event will have priority in choosing their preferred booth locations at no additional cost.
- 4.2 Booth operating hours during the Event are from 10am to 8pm daily, and all Vendors must adhere to these timings
- 4.3 Each Vendor is entitled to a 2m x 2m booth space that consist of 1 table (2ft x 4ft), 2 chairs and 1 powerpoint.
- 4.4 Vendor(s) must provide their own essential items and last minute request will not be entertained.
- 4.5 Vendor(s) are not permitted to deface or damage the venue and properties provided by the Organiser (e.g. hanging or sticking anything). Additional compensation may also be sought from the Vendor for repair and replacement of such damage of properties.
- 4.6 Vendor(s) are not allowed to bring in their own tables, power point extensions and chairs. Organiser may ask for the immediate removal of the above stated items.
- 4.7 Due to space constraints, Vendor(s) are to inform the Organiser if additional items or features (such as clothes rack or stools), other than those provided by the Organiser, will be added to the booth. Approval is required from the Organiser for the extra properties due to space

constrains. Vendors must write in to inform the Organiser at least one (1) month before the Event for approval. Organiser may ask for the immediate removal of the above stated items.

- 4.8 No properties within the venue shall be removed or shifted unless prior approval is given by the Organiser.
- 4.9 Vendors who wish to put up marketing banners can only use pull-up banners within the designated booth space. Artwork must be approved by Organiser before the Vendor proceeds.
- 4.10 Set up will commence on Saturday, 23 November 2024, from 8.00am to 9.30am (30 mins before the Event commencement time of 10am). Vendors who arrive later than the Event commencement time/ did not show up will have their booth cleared or replaced with another vendor, and all booth rental fee paid will not be refunded.
- 4.11 Vendor(s) must be present at the booth at all times during the Marketplace. Vendor(s) can start 'closing shop' at 8.00pm when the Marketplace ends.
- 4.12 Vendor(s) are to adhere to the allocated booth space and to maintain reasonable space between booths.
- 4.13 Please keep your allocated booth space and venue clean and tidy. The area must be cleared and kept clean after tear down of Event, all waste and litter should be properly disposed of in the nearest rubbish bins. Bulky rubbish must be disposed at the bin centre near Loading Bay.

5.0 RESTRICTED or PROHIBITED ITEMS

- 5.1 RESTRICTED or PROHIBITED ITEMS: Food and beverages which requires handling/ cooking at the venue, food and beverages without NEA approval, counterfeit items, copyright infringed products, damaged items, second hand products, financial and/ or insurance services, MLM associated products, items with offensive or derogatory or racially discriminative slogans or messaging, products with utilisation of dangerous implements and materials, as well as any products in violation of Singapore's Law.

6.0 SAFEKEEPING AND SECURITY

- 6.1 Vendor(s) are allowed to place their products overnight in their allocated booth space after Event operating hours at their own risk. Vendor(s) are advised to store their products in luggage/ boxes with a lock and cover it with a canvas sheet. All costs and materials are to be provided by the Vendor(s).
- 6.2 Security guards will be present at the venue overnight but Organiser will not be held responsible for any damage or loss of items.

7.0 PARKING AND/OR LOADING/UNLOADING

- 7.1 No complimentary parking will be provided at the Event.
- 7.2 Vendor(s) may proceed to the Basement 1 Loading Bay to load/unload their products. The vehicle must not be left unattended. Parking is not permitted at the Loading Bay. Direct access to the Cargo Lift is available at Basement 1 to go to Level 1.

8.0 TERMS & TERMINATION

- 8.1 Vendor(s) are hereby given notice to act in the best interest of Organiser at all times and shall not do or permit anything that may damage or prejudice the reputation of Organiser or bring Organiser into disrepute.
- 8.2 Vendor(s) are to conduct their business at the venue in a professional manner so as not to give cause for complaints from merchants in the venue or the public and to ensure that the image of Organiser is not adversely affected.
- 8.3 Organiser reserves the right to reject any application based on its absolute sole discretion without assigning any reasons.
- 8.4 The Organiser is not responsible for poor sales or bad response during the Event. Vendors are not allowed to solicit business outside of their designated booth location (i.e. giving out flyers at the entrance of the event).
- 8.5 The Organiser reserves the right to make changes, including changes in content, description, terms and conditions, location of the event, etc. at any time without prior notice or bearing any legal cost.

9.0 PERSONAL DATA

- 9.1 By submitting this application, the Vendor confirms that
 - (a) the information provided by the Vendor is true and correct,
 - (b) The Vendor consents to SAFRA's collection, use and disclosure of the Vendor's personal data for the purposes set out in SAFRA's Privacy Policy (<https://www.safra.sg/privacypolicy>), relating to the event's use of services and facilities (as may be applicable) and SAFRA's general business purposes, as amended from time to time, which outlines how SAFRA manages the Vendor's personal data in accordance with the Personal Data Protection Act 2012; and
 - (c) where Personal Data of any third party is provided by the Vendor, the Vendor has obtained the consent of the third party to SAFRA's collection, use and/or disclosure of those Personal Data.
- 9.2 The Vendor gives permission to SAFRA to obtain/disclose the Vendor's personal data from/to MINDEF for verification and administration of the membership. SAFRA reserves the right to revoke the Vendor's

- application(s) without refund, if the information given is found to be inaccurate or misleading.
- 9.3 By registering, the Vendor is consenting to receive notifications via contact number and/or email provided for any cancellation or postponement of the event including the details of the event by the third party vendor.
- 9.4 The Vendor agrees to abide and be bound by the event's Terms & Conditions (www.safra.sg/terms) and agree to undertake to settle all debts incurred arising from the event and any of the SAFRA activities participated by the Vendor and/or any of the Vendor's family members, including membership fees incurred by the Vendor's spouse/child/children.
- 9.5 Photographs, videos and other recordings ("Media") will be taken by Organiser at this event. By participating in this event, whether as a vendor, staff or volunteer, you consent to and grant Organiser the right to use such Media for internal records purposes, publicity purposes, commercial advertising and distribution to its sponsors and partners.
- 9.6 Please note that non-official photographers might also operate at this event. The Organiser has no control over and is not responsible in any way for any Media produced by non-official photographers.

TERMS & CONDITIONS OF SAFRA KIDSPRENEUR MARKETPLACE

WHO IS THIS FOR?

Children between 7 – 16 years old, who have an interest in learning about entrepreneurship and running a stall of their own.

RULES & REGULATIONS – Kids are In Charge!

- Must be able to take and fulfill orders.
- Must be able to answer all questions related to their product.
- Must take payment and make change (If your young child still needs support counting back money, it is okay for the parent to assist.)
- Kids must only sell products they have created/developed. No reselling store-bought items. (Using store bought items to create something new is okay. Example: Buying charms and making jewelry with it.)
- Kids can sell almost anything that is handmade, food, games, or services.
- Kids may sell different products in the same booth.
- All homemade food must be individually wrapped/packaged.
- No reselling of store bought items.
- No foods allowed that require heating or refrigeration.

PARENT'S CODE OF CONDUCT

- Parents or legal guardians must accompany children at all times.
- Parents are responsible for the behavior, actions, and safety of their children.
- Parents should provide support and encouragement to their children's entrepreneurial endeavors.
- Parents should respect the property and belongings of others, including other vendors and attendees.
- Parents should ensure that their children follow all event rules and regulations, including those related to safety, noise levels, and waste management.