

**Incorporating A'Sambeni, Pakprint, Scholastica, Ultim8 Home**

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e-mail Bookings: [zitf@zitf.co.zw](mailto:zitf@zitf.co.zw)/[coordinator2@zitf.co.zw](mailto:coordinator2@zitf.co.zw) - Website: <http://www.zitf.co.zw>

**EXPRESSION OF INTEREST - FOREIGN EXHIBITORS**

**A. ALL EXHIBITORS PLEASE COMPLETE ALL THE FOLLOWING DETAILS (MANDATORY):**

**Company Name:** \*

**VAT REGISTRATION NUMBER:**

BP No.

Govt Vendor no.

Purchase Order

Dealer/Wholesaler  Manufacturer  NGO  Service Co.  Government  Local Gov.  Parastatal  SME  Other:

**Chief Executive:**

Dr/Mr/Mrs/Miss/Ms\*

**First Name:**

**Surname:**

**Position:**

**Contact person:**

Mr/Mrs/Miss/Ms\*

**First Name:**

**Surname:**

**Position:**

**Street address:**

**City:**

**Postal code:**

Foreign only.

**Province:**

Foreign only.

**Country:**

Foreign only.

**Postal address:**

**City:**

**Postal code:**

Foreign only.

**Telephone:**

Country Area Subscriber

**Mobile:**

- - - Country Provider Subscriber

**Fax :**

- - - Country Area Subscriber

**Email of stand organiser:**

**Website:** <http://>

**Skype:**

**Origin of products:**

I/We agree that ZITF may supply this information to: **service providers**  **press**  **buyers**  **nobody**  before ZITF 2022 (tick approved groups).  
By signing this Stand Booking Form/Contract I accept the Rules and Regulations relating to the hire of sites and consider this document legally binding.

**Signature**

**Print Name**

**Date:**

**B. I/WE CHOOSE THE FOLLOWING PRICE CATEGORY (MANDATORY)**

1. Charge Per Square Metre – HALL space – minimum 9m <sup>2</sup>				2. Charge Per Square Metre – EXTERNAL space – min. 25m <sup>2</sup>		
1	2	3	4	5	6	7
<b>Stand size</b>	<b>m<sup>2</sup> rate: basic: space only excl. 15% VAT</b>	<b>m<sup>2</sup> rate: basic + modular stand excl. 15% VAT</b>	<b>m<sup>2</sup> rate: basic + modular stand + furniture excl. 15% VAT</b>	<b>Stand size</b>	<b>m<sup>2</sup> rate excl. 15% VAT</b>	<b>Dimensions requested</b>
9 - 36 m <sup>2</sup>	US\$115	<input type="checkbox"/>	US\$152	<input type="checkbox"/>	US\$163	<input type="checkbox"/>
37 - 100 m <sup>2</sup>	US\$112	<input type="checkbox"/>	US\$145	<input type="checkbox"/>	US\$155	<input type="checkbox"/>
101 - 200 m <sup>2</sup>	US\$108	<input type="checkbox"/>	US\$140	<input type="checkbox"/>	US\$151	<input type="checkbox"/>
201 - 400 m <sup>2</sup>	US\$105	<input type="checkbox"/>	US\$137	<input type="checkbox"/>	US\$147	<input type="checkbox"/>
401 m <sup>2</sup> and above	US\$100	<input type="checkbox"/>	US\$133	<input type="checkbox"/>	US\$143	<input type="checkbox"/>
401 m <sup>2</sup> and above				401 m <sup>2</sup> and above	US\$48	<input type="checkbox"/>
Custom size (if available): min. 3m x 3m = 9m <sup>2</sup> :						_____ m x _____ m

**C. I/WE CHOOSE THE FOLLOWING STAND SIZE (MANDATORY)**

Available Stand Sizes in HALLS							
3 x 3	6 x 3	9 x 3	12 x 3	18 x 3	6 x 6	9 x 6	12 x 6
9m <sup>2</sup> <input type="checkbox"/>	18m <sup>2</sup> <input type="checkbox"/>	27m <sup>2</sup> <input type="checkbox"/>	36m <sup>2</sup> <input type="checkbox"/>	54m <sup>2</sup> <input type="checkbox"/>	36m <sup>2</sup> <input type="checkbox"/>	54m <sup>2</sup> <input type="checkbox"/>	72m <sup>2</sup> <input type="checkbox"/>

**D. I/WE CHOOSE THE FOLLOWING STAND POSITION (OPTIONAL)**

Guaranteed Stand Position – if available – in HALLS							
B	A	C	D	A = row stand: 1 side open = basic <input type="checkbox"/>		C = end stand: 3 sides open = basic + 7.5% <input type="checkbox"/> (min. area - 6m x 6 = 36m <sup>2</sup> )	
B	A	B = corner: 2 sides open = basic + 5% <input type="checkbox"/>		D = island stand: 4 sides open = basic + 10% <input type="checkbox"/> (min. area - 6m x 6m = 36m <sup>2</sup> )			

Solid lines = panels - Dotted lines = open Above placings and charges will apply only if the exhibitor specifically requests a guaranteed position.

**E. I/We understand that ZITF Management reserves the right to place my/our exhibit in the appropriate product grouping and that no sales are allowed from any of the stands. PLEASE TICK THE APPROPRIATE PRODUCT GROUP (MANDATORY)**

1	ASAMBENI (Business Tourism)	<input type="checkbox"/>	16	Clothing, Textiles, Haberdashery, Upholstery, Production Machinery & Eq	<input type="checkbox"/>	31	Health: Services, Non-Pharmaceutical Products, Medical Aid Societies	<input type="checkbox"/>
2	PAKPRINT (Printing, Publishing & Stationery, Packaging, Labelling, Bottling)	<input type="checkbox"/>	17	ICT, Office Equipment, Audio-Visual Eq, Hi-Tech, Telecommunications	<input type="checkbox"/>	32	Hydraulics and Lifting Equipment	<input type="checkbox"/>
3	SCHOLASTICA (Education, Training, Consultancy)	<input type="checkbox"/>	18	Consumer Goods, Gift Items, Jewellery, Accessories	<input type="checkbox"/>	33	Industrial chemicals, Cleaning Materials & Equipment	<input type="checkbox"/>
4	ULTIM8 HOME (Building, Construction, Hardware, Interior Decorating)	<input type="checkbox"/>	19	Cosmetics, Toiletries, Hairdressing	<input type="checkbox"/>	34	Instrumentation	<input type="checkbox"/>
5	Advertising, Graphic Arts, Industrial Design	<input type="checkbox"/>	20	Distributors and Wholesalers	<input type="checkbox"/>	35	Light and Heavy Engineering, Tools	<input type="checkbox"/>
6	Agricultural produce, Arboriculture, Horticulture, Fisheries	<input type="checkbox"/>	21	Ecology, Conservation and Greening: Waste Mgmt, Rehabilitation, Recycling	<input type="checkbox"/>	36	Media	<input type="checkbox"/>
7	Agricultural & Irrigation Equipment, Water Engineering	<input type="checkbox"/>	22	Electrical Engineering, Household Equipment	<input type="checkbox"/>	37	Mining, Mineral Processing, Geology	<input type="checkbox"/>
8	Arts & Crafts	<input type="checkbox"/>	23	Electronics not covered in 17	<input type="checkbox"/>	38	Pharmaceuticals, Medical, Laboratory & Scientific Products, Instruments/Eq	<input type="checkbox"/>
9	Automation	<input type="checkbox"/>	24	Energy (Electric, Hydro, Solar Thermal, Wind)	<input type="checkbox"/>	39	Plastics, Rubber	<input type="checkbox"/>
10	Automotive, Garage Equipment	<input type="checkbox"/>	25	Event Management: Exhibitions, Conferences, Congresses, Meetings	<input type="checkbox"/>	40	Pneumatic Equipment	<input type="checkbox"/>
11	Business Services: Management (Business, Property), Clearing & Forwarding, Courier, Consultancy, Insurance, Sub-contracting.	<input type="checkbox"/>	26	Finance: Banking, Franchising, Investment, Securities	<input type="checkbox"/>	41	Public Services (Govt): Administration, Culture, Health, Conservation, Education & Training, Medical	<input type="checkbox"/>
12	Chemicals, Pharmaceuticals	<input type="checkbox"/>	27	Food, Food Processing, Beverages, Catering and Equipment	<input type="checkbox"/>	42	Refrigeration, Air-conditioning, Heating	<input type="checkbox"/>
13	Children's Goods	<input type="checkbox"/>	28	Footwear, Leather Goods	<input type="checkbox"/>	43	Religious, Social Organisations, Services	<input type="checkbox"/>
14	Civic Representation (Local Government)	<input type="checkbox"/>	29	Furniture, Wood Products	<input type="checkbox"/>	44	Security: Manpower, Systems, Products	<input type="checkbox"/>
15	10032022/3838 Civil Engineering and Construction not covered in 4	<input type="checkbox"/>	30	Glassware, Porcelain, Crockery	<input type="checkbox"/>	45	Transport: Aviation, Boating, Bicycles, Motorcycles, Rail, Vehicles not covered in 10	<input type="checkbox"/>

**F. STAND DESCRIPTION****Basic stand:**

space only with one 15 amp power outlet (both in Halls and on External space)

**Modular stands:**

constructed of 2.5m high white panels, carpet tiles, 1 x blue fascia with name and stand number in white vinyl;

**(in Halls only)**

150W spotlights (minimum 2) and 1 x 15 amp power socket. Furniture in 4. consists of 2 chairs and 1 round table.

All exhibitors who book space of 18m<sup>2</sup> or less in halls shall use the modular stand as in column 3 in the table above.**External stands:**

May be on grass, gravel, paving, concrete. Supplied with 1 x 15amp power outlet.

**G. BOOKING GUIDELINES****Steps to follow:**

- a. Decide on amount of space required (Items 1. or 2.)
- b. Decide on dimensions (Item 3.)
- c. Decide on stand position (Item 4.)
- d. Complete Expression of Interest (separate page)
- e. Pay at least 50% deposit into ZITF account as in Item 6 to secure the booking.
- f. Scan & email Proof of Payment stamped by the bank to [zitf@zitf.co.zw](mailto:zitf@zitf.co.zw) OR fax to (+263 9 884921, with clear depositor details)

**H. PLACEMENT OF PRODUCT GROUPS IN HALLS (PROVISIONAL)**

**HALL 1: International and Zimbabwe:** Agriculture, Automotive, Electrics, Light/Heavy Industry, Mining; **ULTIM8 HOME – Home improvements, Furniture, Interior Décor, Construction.**

**HALL 2A: Zimbabwe:** Civic organisations, local government and Rural District Councils.

**HALL 3: International and Zimbabwe:** A'SAMBENI (Business Tourism), SCHOLASTICA (Education, Training, Consultancy),

**HALL 4: International and Zimbabwe:** PAKPRINT (packaging and printing), Plastics, Stationery, Business Services, Consumer Goods, Chemicals, Health-related exhibits, Insurance, Medical Aid, Pharmaceuticals, non-Manufacturing, IT/Hi-tech, Electronics; Clothing/Textiles, Leather ware/Footwear Cosmetics, Toiletries.

**HALL 5: Zimbabwe**

**EXTERNAL SITES: International and Zimbabwe:** Agriculture, Automotive, Light/Heavy Industry, Leisure, Mining.

**I. PAYMENT INSTRUCTIONS****Payment in US\$ into the following account:**

Name: ZITF	Account number: 9140000929041 (USD)	SWIFT Code: SBICZWHX
Bank: Stanbic Bank	Address: 11 Plumtree Road, Belmont, Bulawayo	Bulawayo Branch Code: 1010

**J. PLEASE NOTE**

- a. **Until 15 February 2022** To secure a stand the non-refundable **50% of the rental fee plus the full VAT component** SHALL be paid within 1 week from the date of booking.  
**From 16 February 2021 onwards:** the deposit SHALL be paid within 3 working days from the day of booking. Stands shall not be allocated until this deposit has been received within the stipulated times.  
**Exhibitors should check if the stand is still available before making payment as all space is sold on a first come first served basis.** The booking form shall be read in conjunction with the Rules and Regulations pertaining to the hire of sites, specifically clauses 2, 23 and 27.
- b. The remainder of the rental shall be paid by 31 March 2022. Neither Exhibitors nor their contractors will be given access to their stand, nor will any stand building be undertaken, if ZITF has not received the full payment.
- c. All unpaid or partially paid rentals will increase by 20% on 31 March 2022.

ZITF is affiliated to

