

# Secunda Mall Advertising Opportunities

Secunda Mall allows the opportunity for external individuals and or Tenants of Secunda Mall to advertise their products or services on our Directional Touch Screens in the Centre, as well as in our Snapper Frames. With an average of 890 000 visitors per month, advertising at Secunda Mall is an excellent way to obtain the needed exposure for your brand.

## Exhibition Court Details

- Week exhibitions run from a Tuesday to a Monday
- All prices quoted exclude VAT
- All rates are subject to change without notice
- **A fully signed contract is required two weeks prior to the exhibition**
- Booking is only confirmed once full payment is received at least a week prior to the exhibition
- Public liability of R 10 000 000.00 is required
- Set up only permitted upon receipt of signed contract with public liability and payment is received in full
- Set up is only permitted outside of centre trading hours
- Kiosks are available for hire if the exhibitor does not have his/her own approved set up

Please do not hesitate to contact me if you require any further assistance.

Kind regards,

Jani Zaayman

Marketing Manager: Secunda Mall

marketing@shopsecundamall.co.za

(010) 001 0254

### Trading Hours

Monday to Thursday 9:00 - 18:00 | Friday 9:00 - 19:00 | Saturday 9:00 - 17:00

Sunday & Public Holidays 9:00 - 15:00

Cnr Oliver Tambo & P.D.P. Kruger, Secunda | Postnet Suite 91, Private Bag X9055,  
Postnet, Secunda, 2302 | 010 001 0254 | [www.shopsecundamall.co.za](http://www.shopsecundamall.co.za)



SECUNDA MALL

My Mall. My Space.

# SECUNDA MALL EXHIBITIONS

BOOKING STEPS	TICK
1. Request a copy of the exhibition areas and rates.	
2. Fill in application form and forward a detailed proposal of your exhibition (including visuals and layouts)	
3. Proposal to be confirmed by Centre representative.	
4. Send proof of public liability and FICA documentation	
5. If the dates, area and proposal have been approved, the Agreement for venue hire will be sent to you. Please complete and sign the Agreement for venue hire and forward to Jani at <a href="mailto:marketing@shopsecundamall.co.za">marketing@shopsecundamall.co.za</a>	
6. Please read through and sign the exhibition House Rules.	
7. Once issued with an invoice, kindly forward proof of payment to Jani at <a href="mailto:marketing@shopsecundamall.co.za">marketing@shopsecundamall.co.za</a>	
<b>8. Proof of payment needs to be sent 2 weeks prior to your exhibition</b>	

# EXHIBITION AREAS AND RATES

Thank you for your interest in exhibiting in Secunda Mall. Please complete and return the application form to Jani Zaayman via email: [marketing@shopsecundamall.co.za](mailto:marketing@shopsecundamall.co.za) for your booking enquiry to be processed.

## AVAILABLE CENTRE COURTS – SECUNDA MALL

<u>UPPER LEVEL COURTS</u>		
<u>Court</u>	<u>Size</u>	<u>Pricing per Week</u>
Truworths / Total Sports	3m x 5m	R 3 500.00 (Includes carpeting)
Woolworths / Due South (Electricity)	3m x 5m	R 3 500.00 (Includes carpeting)
Woolworths / Jet	3m x 5m	R 3 500.00 (Includes carpeting)
<u>LOWER LEVEL COURTS</u>		
<u>Court</u>	<u>Size</u>	<u>Pricing per Week</u>
Trappers / MTN (Electricity)	3m x 6m	R 4 000.00 (Includes carpeting)
Verimark / Contempo	3m x 6m	R 4 000.00 (Includes carpeting)
Vodacom / PNA (Electricity)	3m x 3m	NOT AVAILABLE

ALL prices are excluding VAT

Secunda Mall Centre Management reserves the right to adjust any of the abovementioned prices accordingly.

# SECUNDA MALL: EXHIBITION APPLICATION FORM

Attention: Jani Zaayman

Email: marketing@shopsecundamall.co.za

## EXHIBITOR'S INVOICING DETAILS

Company Name:	
Contact Person:	
Position in Company:	
Contact Number:	
Cellphone:	
Company Tel:	
Company Fax:	
Email Address:	
Postal/Physical Address:	
VAT Number:	
Registration Number:	
Promotional Dates Required:	
Promotional Area Requested:	
Time and Date of Set Up:	
Carpeting Requirements:	
Electricity Requirements:	

**Description of Promotion:** (Please specify ALL products, staffing, activities, general, overview, measurements, number of banners that will be used as part of the promotion)

Product:	
Staff:	
Banners:	
Dimensions of Stand:	
Other:	

Requested by: \_\_\_\_\_

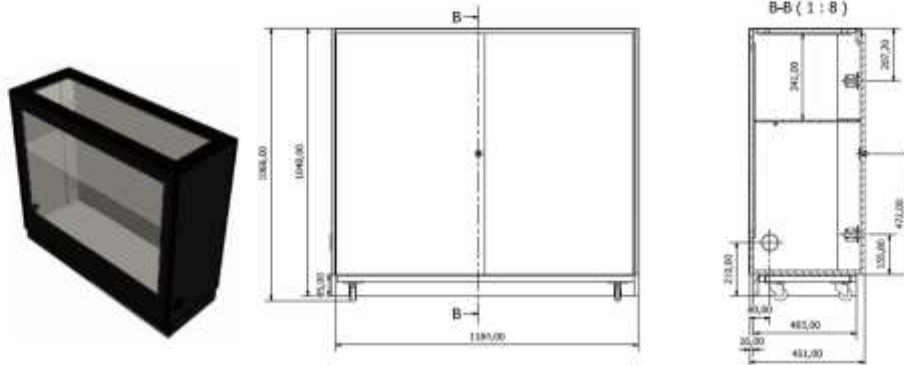
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

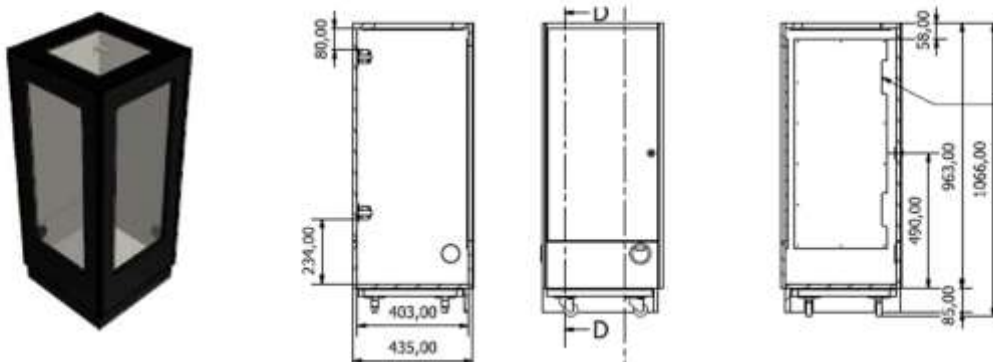
# EXHIBITION KIOSKS

Exhibition kiosks can be hired at R1 500 (excl VAT) per four piece per week. Any damages to the kiosks that occur during the hiring period, will be for the cost of the exhibitor

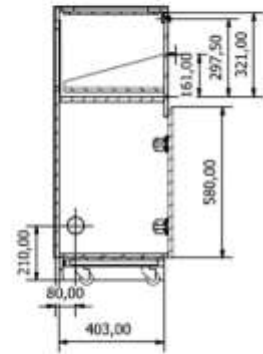
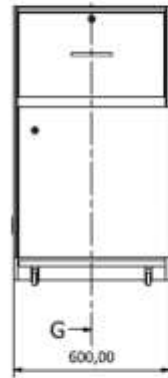
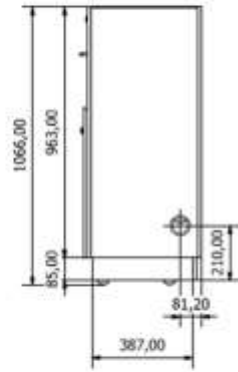
Large unit with Perspex top and front



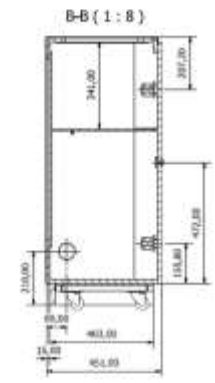
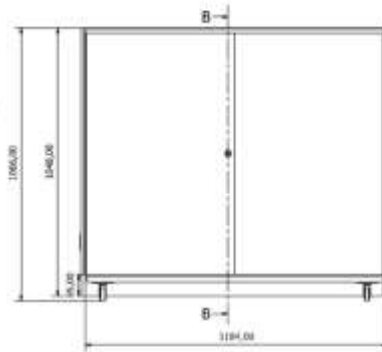
Small Corner Unit



Mid-Size Unit with cupboard



Large unit with Perspex front



# FICA DOCUMENTATION REQUIRED

In terms of the Financial Intelligence Centre Act 38 of 2001, the following documentation is required:

## IF YOU ARE A SOUTH AFRICAN CITIZEN / RESIDENT

- SA identity document/ passport or certified copies
- SARS documents bearing the number and name of the person
- Utility statement / invoices ( Water & Electricity, Municipality or Telkom)
- Copy of cancelled cheque and/or copy of bank statement (savings acc) of account used to pay rental.

## IF YOU ARE A FOREIGN NATIONAL

- Passport or certified copy
- Copy of work permit
- SARS documents bearing number and name of the person
- Utility statement / invoices ( Water & Electricity, Municipality or Telkom)
- Copy of cancelled cheque and/or copy of bank statement (savings acc) of account used to pay rental.

## IF YOU ARE A PARTNERSHIP

- Copy of the partnership agreement - if no partnership agreement this must be certified in writing by the partners
- Certified copies of ID / passport of each partner
- Certified copies of ID / passport of the person authorised to act on behalf of the partnership
- Copy of cancelled cheque and/or copy of bank statement (savings acc) of account used to pay rental.

## IF YOU ARE A SOUTH AFRICAN COMPANY

- Certificate of Incorporation (Form CM1), bearing the stamp of the Registrar of Companies and signed by the company secretary.
- Notice of registered office and postal address (Form CM22), bearing the stamp of the Registrar of Companies and signed by the company secretary.
- Contents of Register of Directors, Auditors and Officers. (Form CM29).
- Certificate to Commence Business: Newly Formed Company is established. (Form CM46).
- SARS documents for income tax and VAT bearing the number and name of the company
- Certified copies of ID / passport of person(s) authorized to act on behalf of the company
- Utility statement / invoice (Municipality or Telkom) of person(s) authorized to act on behalf of the company
- Certified copies of ID / passports of shareholders with more than 25% voting rights in the company
- Copy of cancelled cheque and/or copy of bank statement (savings acc) of account used to pay rental.

## IF YOU ARE A FOREIGN COMPANY

- Official document issued by an authority for recording the incorporation of companies of that country
- Contents of Register of Directors, Auditors and Officers. (Form CM29).
- Certificate to Commence Business: Newly Formed Company is established. (Form CM46).
- SARS documents for income tax and VAT bearing the number and name of the company
- Certified copies of ID / passport of the person authorised to act on behalf of the company
- Utility statement / invoice (Municipality or Telkom) of the person authorised to act on behalf of the company
- Certified copy of ID/passport of shareholder with more than 25% voting rights in the company
- Copy of cancelled cheque and/or copy of bank statement (savings acc) of account used to pay rental.

## IF YOU ARE A CLOSE CORPORATION

- Founding statement (Form CK1)
- Recent version of the Certificate of Incorporation bearing the stamp and signature of the Registrar of Close Corporations



- Amended Founding Statement, if applicable, bearing the stamp and signature of the Registrar of Close Corporations (Form CK2)
- Forms must be signed by an authorized member / employee of the Close Corporation
- SARS documents for income tax and VAT bearing the number and name of the close corporation
- Certified copies of ID / passport of the person authorized to act on behalf of the close corporation
- Utility statement / invoice (Municipality or Telkom) of the person authorized to act on behalf of the close corporation
- Certified copies of ID / passport of each member of the close corporation
- Copy of cancelled cheque and/or copy of bank statement (savings acc) of account used to pay rental.

#### IF YOU ARE A TRUST

- Trust Deed or other founding documents in terms of which the trust was created
- Authorization to each trustee of the trust to act as such, issued by the Master of the High Court
- SARS documents for income tax bearing the trust number
- Certified copies of ID / passport of each trustee
- Certified copies of ID / passport of the person authorized to act on behalf of the Trust
  - Copy of cancelled cheque and/or copy of bank statement (savings acc) of account used to pay rental.