



INFORMATION DOCUMENT

13 April 2025

Dear Exhibitor

PLEASE READ THIS INFORMATION CAREFULLY

We are excited to announce that this year's Christmas Market will be hosted at a new venue:
Hoërskool Stellenbosch, 18 Jannasch Street, Mostertsdrift, Stellenbosch.

The market will take place from **Wednesday, 18 November to Saturday, 28 November 2026** and will focus on quality handmade products and Christmas gifts.

HOURS

Mon–Fri: 09:00–19:00
Sat: 09:00–16:00
Sun: Closed

GENERAL CONDITIONS

- Tables must be fully stocked at all times; insufficient stock will result in a penalty of R200 per day.
- Participation in other markets may not affect stock levels.
- Only approved products may be sold.
- Prices may not be changed during the market.
- No shifts by exhibitors – a service fee of R250 is payable.
- Exhibitors are responsible for their own property and staff. If the table will be manned, mark it on the application form.
- Payments will be made 5–7 days after the market ends.
- Keep your area clean and remove all boxes.

APPLICATIONS

- Complete the form electronically and attach product photos.
- Indicate if a power point is required (limited availability).
- Include a copy of your ID and a signed form.
- **Closing date: 30 June 2026**
- Email: kersmark@jesussentraal.com / kantoor@familiekerk.com

SELECTION

Criteria: Quality handmade products, presentation, price, and originality

- Electronic Selection: 1–10 July 2026
- Successful applications: notification from 3 August 2026
- Food exhibitors must submit samples before the selection date.

SET-UP & CLEAN-UP

- **Set-up: Tuesday, 17 November from 08:00 – 17:00** (specific times per exhibitor will be communicated)
- Tables ready by 17:00
- Tables must be covered with tablecloths to the ground
- No nails/adhesives on tent sides
- Stock may be replenished daily from 08:00–09:00

- Clean-up: 28 November from 16:45 (no earlier – further arrangements will be communicated)
- Leave area clean and tidy

PRICE TAGS

- Paxi of barcodes: ±R60 extra (If the exhibitor does not use Paxi, they must arrange their own courier.)
- Further information to follow

REGISTRATION & COSTS

- Space: R950 per table/floor space (1.8 x 0.75 m)
- Service fee: R250 (mandatory)
- Paxi (optional): ± R60 (if not using Paxi, the exhibitor must arrange their own courier)
- **Payment due by 30 September 2026**
- No refunds

BANKING DETAILS:

STELLENBOSCH CHRISTMAS MARKET	
ABSA BANK	
ACCOUNT NUMBER:	405 985 5109
BRANCH CODE:	632005
REFERENCE:	Name and Surname

COMMISSION

- 20% on all sales (must be included in price)
- Prices rounded to the nearest Rand
- Food stalls: separate arrangement

SECURITY

From 17 November to 28 November 2026

ADVERTISING

Wide publicity via media, social platforms, and marketing.

DISCLAIMER

The exhibitor acknowledges that the Christmas Market 2026 does not take place on church premises, but on the grounds of Hoërskool Stellenbosch, 18 Jannasch Street, Mostertsdrift, Stellenbosch. Participation in the Christmas Market is at the exhibitor's own risk, and the exhibitor waives any claims against the church and Stellenbosch Kersmark (Pty) Ltd, its employees or agents, for any loss, damage, or injury that may occur during or as a result of the event.

This includes, but is not limited to, damage or loss due to fire, theft, burglary, or weather conditions. The exhibitor is solely responsible for the safety of his/her property and staff.

The exhibitor further undertakes to indemnify and hold harmless the church and Stellenbosch Kersmark (Pty) Ltd against any claims or damages arising from his/her participation, except where such damage is caused by gross negligence or intentional misconduct.

CONTACT PERSON

Wendy Theron

kersmark@jesussentraal.com

kantoor@familiekerk.com

Stellenbosch Kersmark

Cell: 065 513 5194

Office hours: 08h00 – 13h00

Christmas Market greetings