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Consulate of the Republic of Zimbabwe
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Marshalltown
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Johannesburg
Republic of South Africa

4 March 2024

PUBLIC NOTICE

64TH EDITION OF THE ZIMBABWE INTERNATIONAL TRADE FAIR (ZITF):
23 - 27 APRIL 2024, BULAWAYO, ZIMBABWE

EXPRESSION OF INTEREST FORM: FOREIGN EXHIBITORS

Further to the Consulate's Public Notice dated 7 February, 2024, wherein the Consulate invited the Business Community in South Africa to participate at the Zimbabwe International Trade Fair (ZITF) to be held from 23 - 27 April, 2024 in Bulawayo, Zimbabwe, the Exhibitors are hereby called upon to complete the attached **ZITF 2024 Expression of Interest Form**. The Form provides Exhibitors with an overview of the requirements and costs for the exhibition.

More information about ZITF 2024 is contained in the ZITF brochure which is available on the Consulate Website: www.zimbabweconsulate.co.za and Facebook Page: Zimbabweconsulate Boeing Road Bedfordview.

For further interaction with the Consulate on all issues of mutual interest, please use the following official channels:-

- **Facebook Page:** Zimbabweconsulate Boeing Road Bedfordview
- **Twitter:** Zimbabweconsulatejhb
- **WhatsApp:** +27828249435
- **Email:** admin@zimbabweconsulate.co.za
- **Website:** www.zimbabweconsulate.co.za

E. Phiri
Consul General



Incorporating A'Sambeni, Pakprint, Scholastica, Ultim8 Home

P.O. Famona, Bulawayo, Zimbabwe - Tel: (+263-9) 884911-5 - Fax: (+263-9) 884921
 e-mail Bookings: zitf@zitf.co.zw/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: _____ **Country:** _____
Foreign only.

Postal address: _____ **City:** _____ **Postal code:** _____
Foreign only.

Telephone: _____ **Mobile:** _____ **Fax:** _____
Country Area Subscriber Country Provider Subscriber 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 2024 (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 9m2				2. Charge Per Square Metre - EXTERNAL space - min. 25m2		
1	2	3	4	5	6	7
Stand size	m ² rate: basic: space only excl. 15% VAT	m ² rate: basic + modular stand excl. 15% VAT	m ² rate: basic + modular stand + furniture excl. 15% VAT	Stand size	m ² rate excl. 15% VAT	Dimensions requested
9 - 36 m ²	US\$115 <input type="checkbox"/>	US\$152 <input type="checkbox"/>	US\$163 <input type="checkbox"/>	25 - 100 m ²	US\$55 <input type="checkbox"/>	___ m x ___ m
37 - 100 m ²	US\$112 <input type="checkbox"/>	US\$145 <input type="checkbox"/>	US\$155 <input type="checkbox"/>	101 - 200 m ²	US\$52 <input type="checkbox"/>	___ m x ___ m
101 - 200 m ²	US\$108 <input type="checkbox"/>	US\$140 <input type="checkbox"/>	US\$151 <input type="checkbox"/>	201 - 300 m ²	US\$50 <input type="checkbox"/>	___ m x ___ m
201 - 400 m ²	US\$105 <input type="checkbox"/>	US\$137 <input type="checkbox"/>	US\$147 <input type="checkbox"/>	301 - 400 m ²	US\$49 <input type="checkbox"/>	___ m x ___ m
401 m ² and above	US\$100 <input type="checkbox"/>	US\$133 <input type="checkbox"/>	US\$143 <input type="checkbox"/>	401 m ² and above	US\$48 <input type="checkbox"/>	___ m x ___ m

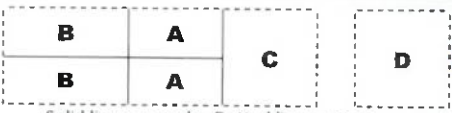
C. I/WE CHOOSE THE FOLLOWING STAND SIZE (MANDATORY)

Available Stand Sizes in HALLS

3 x 3 9m ² <input type="checkbox"/>	6 x 3 18m ² <input type="checkbox"/>	9 x 3 27m ² <input type="checkbox"/>	12 x 3 36m ² <input type="checkbox"/>	18 x 3 54m ² <input type="checkbox"/>	6 x 6 36m ² <input type="checkbox"/>	9 x 6 54m ² <input type="checkbox"/>	12 x 6 72m ² <input type="checkbox"/>	Custom size (if available): min. 3m x 3m =9m ² : ___ m x ___ m
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D. I/WE CHOOSE THE FOLLOWING STAND POSITION (OPTIONAL)

Guaranteed Stand Position - if available - in HALLS

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

See below for payment arrangements and timelines applicable during ZITF 2024.

F. STAND DESCRIPTION

Basic stand:	space only with one 15 amp power outlet (both in Halls and on External space)
Modular stands: (in Halls only)	constructed of 2.5m high white panels, carpet tiles, 1 x blue fascia with name and stand number in white vinyl; 150W spotlights (minimum 2) and 1 x 15 amp power socket. Furniture in 4. consists of 2 chairs and 1 round table.
External stands:	All exhibitors who book space of 18m ² or less in halls shall use the modular stand as in column 3 in the table above. 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 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	Belmont Branch Code: 1010

J. PLEASE NOTE

- Until 15 February 2024** 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 2024 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.
- The remainder of the rental shall be paid by 31 March 2024. 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.
- All unpaid or partially paid rentals will increase by 20% on 31 March 2024.

ZITF is affiliated to

