



RULES AND REGULATIONS FOR EXHIBITORS

All exhibitors are expected to comply with the General Rules and Regulations, drawn up in the interest of the exhibitor, the organisers and the visiting public. This document must be signed by all exhibitors to participate in the AgriHX Expo.

CLOSING DATE - THIS IS VERY IMPORTANT!!!

Applications opened on the **1 July 2026** Applications will be considered until all available exhibition space has been fully booked. To avoid disappointment please apply early. Email your application to:

apply@agrihx.co.za

OPENING AND CLOSING

The Expo will be open to the public daily from 9:00 AM to 5:00 PM. All exhibition stands must be staffed during these hours.

Exhibitor Access will open daily at 6:30 daily to allow exhibitors sufficient time for preparation before public entry.

ALLOCATION

Applications will be considered on an on-going basis (continuously) and applicants will be informed as soon as their application has been approved or declined. No stall will be allowed to move or to exchange their position with someone else without permission. No exhibitor may share, sublet, or rent out their stall space without prior written approval from the AgriHX Committee.

The AgriHX committee reserves the right to move/re-allocate exhibitors to any stall, if it is in the best interest of the expo without compensating the exhibitor and without any other obligation to the exhibitor.

The AgriHX cannot guarantee exclusivity of products. However, we do try and limit mass duplication of products.

Exhibitors are contractually bound to occupy their stall during the Expo, and no stall or part thereof may be left unoccupied. The AgriHX Committee has the right to take steps at its discretion to erect or to have an exhibition of some or other nature erected on such unoccupied stand or part thereof, and will have the right to recover the costs involved from the exhibitor.

The stall allocated will be the exact size that you requested, therefore, remember to take your signs, banner, flags and trailer into consideration. Take note that should you request the incorrect size, you will not be able to enlarge it on the day you set up your Stall and you may only trade within your allocated stall space. No banners or advertisements are allowed outside your demarcated area.

No building or any structure of a permanent nature may be erected on any stall without prior written permission from Committee. **The exhibitor is responsible for any damage that may be caused by the building, demolition or collapsing of such a construction.**

CANCELLATION OF STALL

An exhibitor who may, for any reason, find it necessary to cancel any stall already booked for them, will be entitled to a repayment of the rent less 50% for administrative costs, if the stall is let to another exhibitor, provided that such cancellation takes place before 31 January 2027. All stalls must be paid in full in 7 days of receiving the invoice, failing which the application may be cancelled and stall will be allocated to another application.

BUILDING OF STALLS

All exhibitors will have access to their stalls as from **2 March 2027** for the erection of their exhibitions.

The build-up of all outdoor exhibitions stands and indoor stalls must be completed by **Wednesday 3 March 2027 at 18:00**.

Vehicles will only be allowed access to restricted areas of the Expo terrain for purposes of delivering heavy equipment to such stalls with the consent to agreement with Event coordinator provided that such access will only be allowed up to and until 16:00 on Wednesday 3 March 2027. No vehicles will be allowed in restricted areas after this date.

All exhibition material and/or building work must be removed by exhibitors on **Sunday 7 March 2027 NOT later than 12:00**. The AgriHX committee does not accept any responsibility for any material or building work and, if necessary, material and structures will be removed by the AgriHX committee and the costs will be recovered from the exhibitor.

Exhibitors are requested to remove all pallets, cardboard boxes, trailers etcetera in which exhibition material and/or products are packaged/or moved, as well as forklifts from the stands on the Wednesday before the commencement of the Expo to ensure that the terrain is clean before the opening on Thursday.

To facilitate the movement of heavy vehicles, only one delivery vehicle per exhibitor will be allowed on the terrain the Wednesday prior to the commencement of the Expo Day. All delivery vehicles must leave the terrain immediately after having delivered their goods. Exhibitors must make use of the parking areas for the parking of all other vehicles. No vehicle without a special permit, (which will be issued for one vehicle only) will be allowed to park in the exhibitors parking.

Exhibitors to ensure that all personnel involved in the exhibition be aware of the general rules & regulations and adhere to them. Exhibitors will also be held responsible for the violating of rules by contractors who work on stalls before the commencement of the Expo.

No Hole may be drill into walls or floors. A fine will be imposed on exhibitors inside halls who damage walls or floors due to drilling holes or with the removal of signage after the expo. Exhibitors will be billed for repair work accordingly.

No adhesive materials may be used to secure carpets, tiles, or flooring to surfaces. Floor must be cleaned thoroughly when the carpets or tiles are removed. In cases where exhibitors have not cleaned up properly, this will be done at the discretion of the AgriHX and such costs will be recovered from the exhibitor. Exhibitors are requested to place a protective sheet on the carpet of their stand during the erection of exhibitions for protection against wood shavings, paint, etcetera.

All indoor exhibition is provided with general lighting and power points. Exhibitors may, by no means, remove any bulbs to obtain more power to their stall.

Since the Electricity supply is limited, exhibitors of indoor and outdoor stalls are limited to 15 amperes. In cases where exhibitors require more power at their stall, application must be made in writing on or before 22 February 2027. The costs involved for the installation and consumption thereof will be recovered from the exhibitor. Installations which are not approved by the Committee will not be allowed and such installations will be removed summarily.

All stalls must be occupied and exhibitions must be ready at 17:00 on the day before the Expo on Thursday. Halls and outdoor exhibition areas will be open to the public daily from 9:00 to 17:00 and must be manned by the exhibitors during these times.

Exhibitors will not be allowed to transport exhibition material to and from the Expo grounds during official expo hours. Deliveries will only be allowed in exceptional cases and only between 06:30 – 08:00.

No exhibitor will be allowed access of a vehicle onto the terrain during the expo. Only vehicles of service providers will be allowed and only in exceptional circumstances. Permits must be obtained beforehand and the said permit must be fixed to the window of the vehicle before access to the terrain will be granted.

Exhibitors who urgently need to transport exhibition material to the exhibition premises are only allowed to do so daily between 06:30 – 08:00. Vehicle access is subject to certain conditions that must be strictly adhered to. Permission in terms of this clause will be granted at the discretion of the organisers and is not a right in terms of the Rules and regulations for all exhibitors.

FOOD STALLS SIZES

Food stall sizes differ (available on request) and only limited space are available. Food stall trailers that are not part of a stall to be moved to the designated parking area. Products on sale are limited per stallholder.

*Food stalls will work on a first come-first serve basis. Food stalls may a maximum of three (3) main food items, excluding beverages. **Only certified GAS appliances may be used for food preparation, no electricity, no open fires. Electricity supplied to food stalls will be limited to refrigeration purposes only to keep food fresh.***

Please note that food stalls must comply with the local municipality's fire- and health regulations.

It is the responsibility of all stall holders to **provide their own fire extinguishers – Minimum 9kg** for our food vendors. Please bring your **own cooling equipment** for perishables.

* **Food stalls** are restricted to the products they have been granted to sell. All food stalls must comply with the health and safety regulations.

All food handlers must be trained in hygiene and food safety.

Surfaces must be smooth, rust-free, and easy to clean.

A clean water container with soap must be available at your stall.

Food must be properly displayed and protected from contamination.

Food handlers must wear appropriate clothing.

All food handlers must be trained in fire safety and extinguisher use

ARTS AND CRAFT MARKET IN TENTS

Trailers and vehicles that are not part of a stand to be moved to the designated parking area and are not allowed in front of your stand. Stand holders are not allowed to exhibit their products between tents. (Public walking area)

FLEA MARKET STALLS

Flea market stalls will not be allowed to exhibit at the AgriHX. Only flea market stalls that are invited by the committee will be approved.

EXHIBITOR

ON ARRIVAL

All exhibitors must report to the AgriHX Office in Makhulu Hall upon arrival to register and collect their information pack and exhibitor passes.

Exhibitors are issued with entry passes (**see application form**) per stall for the duration of the expo. Additional people working at the stall will be charged the full ticket amount per day.

Exhibitors who wish to entertain visitors at their stalls and who would therefore like to offer them refreshments, must obtain prior written permission from the committee at least two weeks before the commencement of the Expo. The provision of drinks and/or refreshments to visitors by exhibitors will be allowed in exceptional cases only.

No exhibitor may, even for his own use, bring **ANY ALCOHOL** or food onto the AgriHX premises unless permission was granted by the committee. This rule will be strictly enforced. Coffee machines, kettles, domestic percolators, hotplates and urns are not permitted .

No open fire or gas braai's will be allowed at stalls except at food stalls.

WRISTBANDS AND ACCESS CONTROL

All exhibitors and staff are required to always wear their official AgriHX wristbands while on the Expo grounds. Wristbands serve as proof of authorised access. Any person not wearing a valid wristband will be denied entry to the Expo grounds or will be required to pay the applicable daily entrance fee of **R100 per person per day**.

WATER SUPPLY

Exhibitors must notify the Committee in writing on or before 17 February 2027 of their requirements regarding water supply. Such water supply will, if possible, be supplied at the cost of the exhibitor. Water supply is subject to the availability of sufficient water, after the requirements of essential services such as restaurants and ablution blocks have been met. An appeal is made to all exhibitors to conserve water.

SECURITY

All exhibitors are requested to be security conscious for the duration of the Expo, and to inform their staff on duty at their stalls accordingly.

Exhibitors will only be allowed to make use of the official security firm appointed by the Expo committee and will not be allowed to make use of their own attendants. **No person may remain or sleep within the exhibition areas overnight after closing or on The Ranch resort grounds.** Accommodation can be arranged with The Ranch Resort.

This rule is not applicable to the livestock exhibitors who, within the applicable rules, may have herdsmen on the terrain during the night. Although the Expo committee hires a security firm to provide security services for the duration of the expo, all stocks, equipment and vehicles left on the Expo grounds remain entirely at the exhibitor's own risk. AgriHX and The Ranch Resort accept no responsibility for any theft, damaged, fire, injury or damage by nature.

DANGEROUS MACHINERY

All machinery in use or any other potentially dangerous objects must be protected in such a way that the public and other persons are secured against injuries, with the understanding that AgriHX and The Ranch Resort, by approving these protection measures, does not accept any responsibility for any injury or damage to any person or property caused by the said machinery or potentially dangerous objects.

CLEANING OF STANDS IN HALLS

The exhibitor shall, for the entire duration of the expo and at his own expense, keep his exhibition area neat, clean and hygienic.

MEDICAL SERVICES

Medical services will be available at the AgriHX from the 4 March 2027 to 6 March 2027. Exhibitors and contractors will be responsible for any medical accidents that may occur on stalls before the said date.

AMENDMENT OF REGULATIONS

These Rules and regulations are, always, subject to amendments and supplements at the discretion of the AgriHX committee.

ACCOMMODATION

Exhibitors are responsible for their own travel and accommodation arrangements. On premise accommodation can be book at The Ranch Resort. 015 290 5000 or reservations@theranch.co.za

PARKING

Exhibitor parking will be allocated 1 permit per vehicle and maximum 2 x vehicles per stall.

Exhibitors **must** park at the dedicated exhibitors parking area.

RIGHT OF REMOVAL

The AgriHX Committee reserves the right to remove any exhibitor, product, display or promotional material deemed inappropriate, unsafe, offensive or not in the best interest of the Expo.

COMPLIANCE WITH THE LAWS

Exhibitors are responsible for ensuring compliance with applicable municipal bylaws, health regulations, fire regulations and South African legislation applicable to their operations.

GENERAL

Exhibitors failing to comply with any clause of this agreement will risk losing their stall.

The AgriHX reserves the right to suspend an exhibitor for bad behaviour.

No animals, excessive noise, or loud music will be permitted without prior written approval.

Exhibitors are responsible for keeping their own stall neat and tidy.

No sub-letting is allowed.

NOTE: Food stalls must make use of gas for cooking purposes and relevant gas certification should be in place. No open fires allowed.

AgriHX accept no responsibility for poor sales performance or unsold products.

It is the responsibility of all exhibitors to provide their own fire extinguishers. A minimum 7kg fire extinguisher is required for all stalls, while food vendors must have a minimum 9kg fire extinguisher

Hotplates, kettles and urns are not allowed.

Extension cords may not exceed 10 meters and they must comply with all safety rules, e.g.: no open cable/wire, all extension cords must have an earth wire.

No speaker wire, ripcord or twin flats will be allowed.

AMENDMENT OF REGULATIONS

These regulations are, always, subject to amendments and supplements at the discretion of the AgriHX Committee.

INDEMNITY AND WAIVER OF LIABILITY (Exhibitors and Vehicle)

I, the undersigned, hereby acknowledge and agree that participation in the AgriHX 2026 Expo at The Ranch Resort, Polokwane, is entirely voluntary and at my own risk.

Accordingly, I hereby indemnify and hold harmless **AgriHX, The Ranch Resort**, their management, staff, contractors, agents, sponsors, and any associated partners from and against any loss, damage, injury, death, theft, or claim of any nature whatsoever, whether direct, indirect, incidental or consequential arising from my participation or presence at the event, including the use or parking of vehicles and exhibition equipment.

I further acknowledge that:

- I am responsible for the safety, insurance, and condition of my exhibit, equipment, and vehicle.
- I will comply with all event rules, regulations, and safety protocols as determined by the organisers.
- I waive any right to claim or take legal action against the organisers or venue owners for any loss or damage sustained before, during, or after the event.

VEHICLE & SITE RESPONSIBILITY

- Only vehicles authorised by the organisers will be permitted within the exhibition area.
- The exhibitor is responsible for the conduct of all drivers and staff associated with their stand and vehicle(s).
- Any damage caused to property, venue infrastructure, or other exhibitors' stands will be for the exhibitor's account.
- Exhibitors are required to observe all fire, gas, and safety regulations as stipulated by the organisers.

FORCE MAJEURE / ACTS OF NATURE

If the AgriHX Expo cannot proceed, is postponed, interrupted, or cancelled due to circumstances beyond the reasonable control of the organisers, including but not limited to acts of nature, extreme weather conditions, natural disasters, fire, flood, drought, pandemics, government restrictions, civil unrest, or any force majeure event, AgriHX reserves the right to cancel or reschedule the Expo without liability.

In such cases, exhibitors will be entitled to a maximum refund of 50% of the stall fees paid, after deduction of all committed and administrative costs already incurred by the organisers.

The exhibitor acknowledges and agrees that no further claims, compensation, damages, or legal action may be instituted against AgriHX, The Ranch Resort, or any associated parties arising from such cancellation or postponement.

DECLARATION

I hereby declare that I have read, understood, and agree to comply with the terms and conditions of this Indemnity, Waiver & Disclaimer Form.

Signed at..... on the..... day of 2027

Signature

Name and Surname in print.

