Danover Richardson

[Email address]

Stalls

Guidelines 2017

Highrise Secondary – Letter of Undertaking

Dear Trader

Thank you for your interest in taking a stall at our school market.

Your application is important to us. It marks an offer to become more involved in our community, and to grow the levels of understanding between us. You are the reason for our undertaking: without YOU there would be no market!

# Agenda

Welcome

Matters Arising

Advertising

Facebook

Newspaper

Safety Checks

Finance

Auditors

Floats

# Agreement

The Agreement on the next page ticks the second box for you. While these are not strictly legal requirements, they do provide a set of guidelines. Please complete and return this to Mrs Strives.

Name: Click or tap here to enter text. Category: Choose an item.

Selling: Choose an item.

**Requirements:**

Chairs: Click or tap here to enter text. Electricity:

# Terms

I / we, [name, surname], having applied to become a trader at the Highrise Secondary School Market, hereby agree to the following:

* To provide the items for sale in a serviceable condition (no alcohol or tobacco products please!).
* To arrive at the premises no later than 8:30, to prepare the stall.
* To respect the property and grounds of Highrise Secondary.
* To use water and electricity (as supplied) sparingly, and with due regard for safety.
* To return all items belonging to the school (kitchen utensils, etc.) before leaving the premises.
* To declare all sales, and to hand over 15% of this to the school upon the conclusion of the market.
* To clean up the stall area directly after each market, and leave it in a good condition.
* To advise the Market Management Team timeously, of any change in particulars.

Signed at: Date:

Name: Surname:

*(please print clearly)*

*[Trader Signature]*

# Appendix

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Grade** | **Name** | **Issued** | **Sold** | **Still to be sold** | **Amount raised so far** |
| 12 | Turok, Gamila | 10 | 8 | 2 | R 120,00 |
| 11 | Smamkele, Maxwell | 5 | 4 | 1 | R 60,00 |
| 9 | Van, Staden Johan | 15 | 12 | 3 | R 180,00 |
| 8 | Alberts, Eleanor | 10 | 10 |  | R 150,00 |
| 10 | Schreuder, Ragna | 5 | 3 | 2 | R 45,00 |
| 8 | Cabela,Xola | 15 | 8 | 7 | R 120,00 |
| 12 | Qengqani, Nomfo | 10 | 9 | 1 | R 135,00 |
| 9 | Lamont, Andre | 10 | 5 | 5 | R 75,00 |
| 11 | Theron, Hentie | 15 | 12 | 3 | R 180,00 |
| 9 | Radebe, Wanda | 5 | 5 |  | R 75,00 |
| 10 | Williams, Peter | 15 | 13 | 2 | R 195,00 |
| 8 | Sinoxolo, Nitya | 10 | 9 | 1 | R 135,00 |
| 9 | Jacobs, Elena | 10 | 7 | 3 | R 105,00 |
| 11 | Walkinshaw, Murdoch | 15 | 13 | 2 | R 195,00 |
| 8 | Snyman, Chris | 10 | 8 | 2 | R 120,00 |
| 9 | Lourens, Marisa | 5 | 3 | 2 | R 45,00 |
| 11 | Memani, Bahar | 10 | 6 | 4 | R 90,00 |