

EDITION 31



THE FLEASTIVAL

**20-21-22**

**LAVISH GREENS**

**SINDHUBHAVAN  
ROAD-4PM**

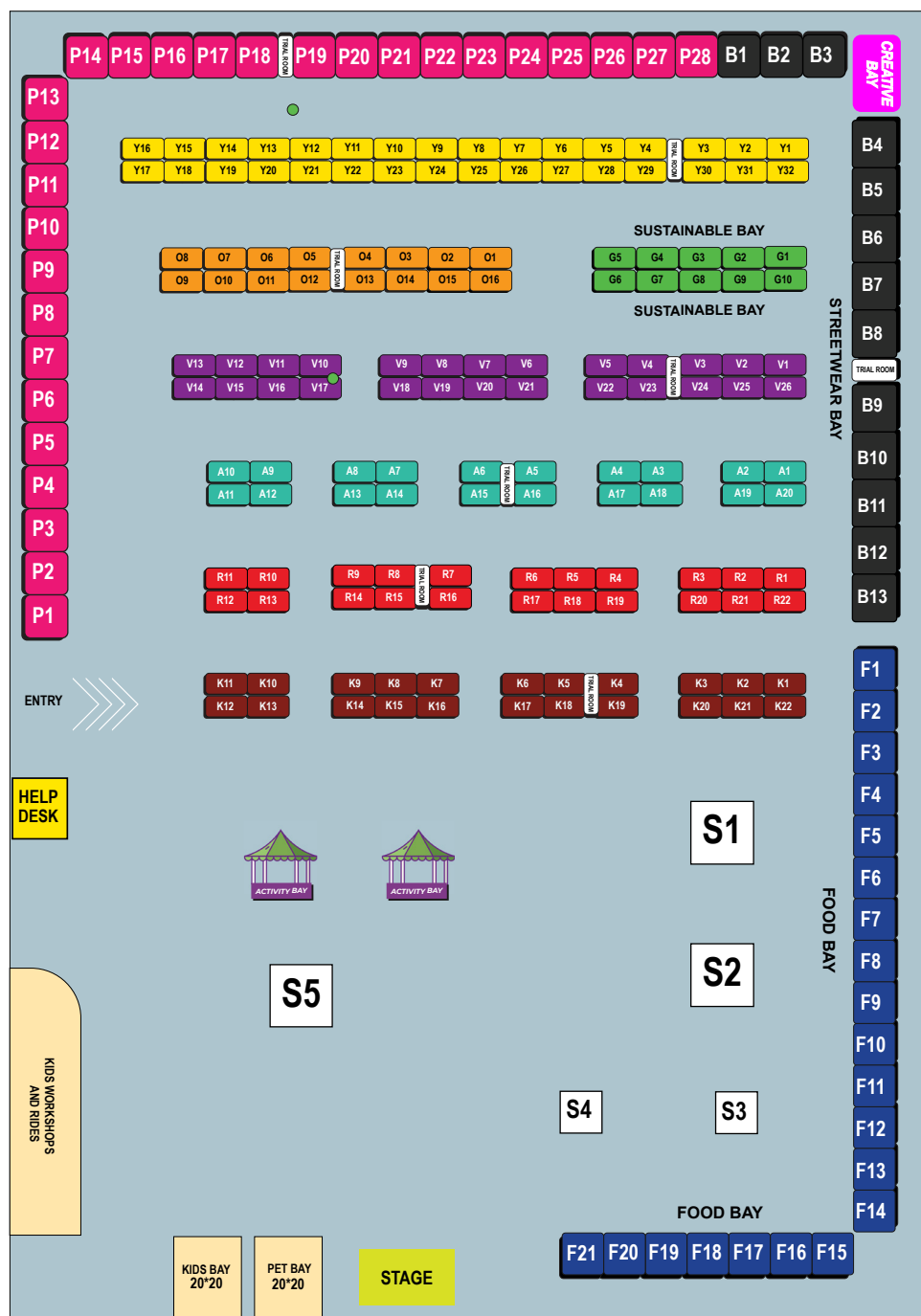
**DECEMBER**

**2024**

## ~EVENT LAYOUT~



\*This layout is solely for representational purposes.  
The allocation of placement rights belong to the organizers



**Horizontal 10\*5 stalls**

Y1-Y32	G1-G10	R1-R22
K1-K22	V1-V26	A1-A20
		O1-O16

**10\*10 stalls**

P1-P28	F1-F21	B1-B13
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The green dot is a visual representation of a tree

EDITION 31

**20 21 22 DEC**

**LAVISH GREENS, SBR AHMEDABAD**

## ~BOOKING PROCESS~

STALL CATEGORIES	EARLY BIRD RATES	REGULAR RATES
1) Full Stall (2 sides open/ corner stall) 10ft *10ft	Rs. 55,000 + 18%gst = Rs. 64,900/-	Rs. 60,500 + 18%gst = Rs. 71,390/-
2) Full Stall (Front Open) 10ft *10ft	Rs. 44,000 + 18%gst = Rs. 51,920/-	Rs. 49,500 + 18%gst = Rs. 58,410/-
3) Horizontal Stall (2 sides open)10ft (front) *5ft(depth)	Rs.33,000 + 18%gst = Rs. 38,940/-	Rs.38,500 + 18%gst = Rs. 45,430/-
4) Horizontal Full Stall 10ft(front) *5ft(depth)	Rs. 27,500 + 18%gst = Rs. 32,450/-	Rs. 33,000 + 18%gst = Rs. 38,940/-
5) Premium Stall 10ft(front)* 10ft (depth)	Rs. 44,000 + 18%gst = Rs. 51,920/-	Rs. 49,500 + 18%gst = Rs. 58,410/-
6) Food Stall 10ft*10ft	N/A	Rs. 40,000 + 18%gst = Rs. 47,200/-
7) Food Stall in Sharing 5ft*5ft	N/A	Rs. 22,000 + 18%gst = Rs. 25,960/-

## PLEASE NOTE OUR NEW ACCOUNT DETAILS

**Account Name:** Idea Bag Events and Entertainment LLP

**Account No:** 81715 81715

**Bank Name:** Kotak Mahindra Bank Ltd.

**Branch Name:** Manekbaug

**RTGS / NEFT IFSC Code:** KKBK0002574

## ~PAYMENT TERMS & CONDITIONS~

- ❁ Once confirmed, stalls will be reserved for a period of 2 working days until **full stall payment** is received. We kindly ask that you share us the reference number/image of the **payment transaction receipt** for verification purposes on the official number **+91 77060 07706**. Upon verification, we will send you a confirmation message.
- ❁ A receipt or invoice for stall payments shall be issued after recieval of the full payment.
- ❁ For participants from outside Gujarat state, it is obligatory to adhere to the informal registration requirements outlined in the Gujarat GST Act.
- ❁ Failure to comply with GST obligations or regulations will absolve Weekend Window from any associated liabilities. We are prepared to furnish you with all the essential documentation required for casual GST registration upon request.

### **Cancellation and Refund Policy :**

- ❁ In the event of cancellation by the exhibitor, the initial booking fee of **Rs. 10,000 + GST** is deemed non-refundable. Exhibitors are required to notify Team WW at least 30 days before the event's start date regarding the balance payment.
- ❁ Once the cancellation is communicated via whatsapp or email, the brand will receive the refund of amount paid, deducting the booking fee of Rs. 10,000 + GST.
- ❁ A refund will be initiated and reflected in the exhibitor's account within **30 days** from the date of cancellation.

## ~STALL SETUP PROCESS~

- Exhibitors will be allowed to **setup** their stalls at the venue on Friday (event day 1) from **1:00 pm** onwards.
- Exhibitors will be required to **sign-up** the Stall Possession Form at the **Registration Desk**. Entry to the venue will only be allowed once the form is submitted to the Weekend Window team.
- After completing registration, each stall will receive **wristbands** according to the designated representatives for each brand (as mentioned below). Wearing these bands at time during the event is mandatory. Incase the band is lost/tampered, no new bands will be issued.
- Please wear your entry wristbands at all the times, while at the fleastival. Without a band, you will be asked to re-verify yourself at the ticket window.
- Additional manpower required during setup hours may enter by purchasing a single-day entry ticket priced at Rs. 150 per person.
- Each stall will be provided with the following:

STALL CATEGORIES	TABLES	CHAIRS	PLUG POINTS	BULBS	MEALS
<b>10*10 ft Full Stall</b> (Both- Regular and 2 sides open)	2	2	1 (5 A- Regular stall)+ 1 Fan (in summer edition)	2	2 (Water Bottles) + 2 (High-tea) + 2 (Dinners)
<b>10ft (front) *5ft (depth) Horizontal Stall</b> (Regular, 2 sides open )	1	1	1 (5 A- regular stall) + 1 Fan (in summer edition)	2	1 (Water Bottle) + 1 (High-tea) + 1 (Dinner)

*\*Representatives allowed per stall:  
10x10 ft Stalls - upto 4 people only  
10x5 ft Stalls - 2 people only*

- ✿ If any of the aforementioned items are not available at the stall during setup, we kindly request that you seek assistance at the Help Desk for prompt resolution.
- ✿ For any **extra electricity usage**, kindly seek approval from the Weekend Window team before using personal lighting equipment. Please note that **white lights** are not permitted.
- ✿ For any additional **stall requirements** such as tables, chairs, bulbs, plug points, special lighting, meals, etc., please wait for a **Google Form link** from Weekend Window for all necessary arrangements one week prior to the event dates.
- ✿ We will share images of the additional fittings & accessories available for your stall for your confirmation. The costs for these extra accessories will be clearly outlined in the provided list. Kindly note that since we work with a third party vendor for these accessories, orders once confirmed will be **subject to compulsory charges**.
- ✿ The accessories you order will be placed in your stall prior to your arrival on the event day. Should you have any additional requirements, please visit the Weekend Window Help Desk setup at the venue for assistance.
- ✿ In addition to pre-booked accessories, a limited number of stall accessories will be available at the venue on a first-come, first-served basis while supplies last. Any other accessories booked on the setup day will require a minimum of 3 hours for delivery to your stall, subject to availability.
- ✿ Any losses or damages incurred will be invoiced directly to you by the vendor at actual cost. Payment is to be settled before the final closure of the event on the last day.
- ✿ For additional security needs, please contact Team WW at least one week before the event to arrange for security at an extra cost.
- ✿ Overnight security for stalls will be provided, but exhibitors are advised to ensure their goods are properly packed and secured as Weekend Window (Team WW) cannot be held responsible for any loss of goods.

- ❁ Please make sure your products are put up safely within your **ASSIGNED STALL AREA**. Failure to follow the guidelines may lead up to a **fine of Rs. 5000 per brand** and cancellation of the stall with immediate effect.
- ❁ Ground cleaning will be conducted nightly after the show and before stall setup the next afternoon. Exhibitors are **responsible for cleaning** their stall space before departing each night, and all trash should be left outside the stalls for collection by the housekeeping team.
- ❁ Any extra space for storage of goods will not be available.
- ❁ Team Weekend Window will not be liable for any reimbursement/losses due to natural disasters, nature occurred circumstances like pest infestation or animals, unforeseen calamities, or events covered under the Force Majeure Clause during the event.
- ❁ WW strongly recommends you get an insurance cover for the safety of your inventory. Safeguarding will help you in recovering from any loss that may happen at the event.

## ~INTRODUCING "BAY"~



- ❁ BAY is a defined area for homgrown brands dealing in a specific design, purpose or product aesthetics. Bays will not only attract but help the visitors to explore a particular category of products in a community format
- ❁ **STREETWEAR BAY** - All brands representing the streetwear category including but not limited to clothing, footwear, accessories, stationary, home decor and more.
- ❁ **SUSTAINABLE BAY** - Brands dealing in sustainable or organic category including but not limited to clothing, jewellery, FMCG products, home decor, candles, accessories, upcycled products, and more.
- ❁ The concept as well as introduction to all the BAYs will be additionally highlighted through digital promotions

## ~CHECKLIST~

Here is a WINTER checklist for exhibitors to ensure a smooth and hassle-free experience during the fleastival :

-  Carry your essential **documents** regarding your stall registration, identification proof, payment receipt/ transaction records.
-  Stall **setup supplies** like tables, chairs, & display racks, brand signage and banners, lighting equipment (non-white lights as per regulations). Extension cords and power strips. Decorative items for aesthetics.
-  A sheet (fabric or tarpaulin) to **cover your stall** at night at the time of closing.
-  Wear comfortable shoes -your feet will thankyou.
-  Hydrate often and stay refreshed during the fleastival. You can purchase water from the water stall.
-  **Marketing materials** like Business cards/catalogs. Social media handles and hashtags for promotion.
-  Cleanup and Disposal Supplies: Trash bags for waste disposal. Cleaning wipes or sanitizers.
-  Familiarize yourself with the **fleastival conduct.** Weekend Window has a strict health and safety policy. Leave prohibited items behind.

## ~HEALTH AND SAFETY~

-  First Aid kit will be available at the Help Desk in the fleastival.
-  There is a lost & found box at the help desk. If you happen to come across a lost item. Please deposit it at the help desk or submit it to the crew member around you.



## ~FORCE MAJEURE~

- ✿ A "force majeure" clause (French for "superior force") is a contract provision that relieves the parties from performing their contractual obligations when certain circumstances beyond their control arise, making performance inadvisable, commercially impracticable, illegal or impossible.
- ✿ Types of circumstances will be covered by the force majeure clause are:
  1. Natural disasters like hurricanes, floods, earthquakes, and weather disturbances sometimes referred to as "acts of God."
  2. War, terrorism or threats of terrorism, invasion, act of foreign enemies, mobilisation, requisition.
  3. Civil disorder, strikes or disruptions, lock outs or disorder, riots, commotion
  4. Fire, disease or medical epidemics or outbreaks.
  5. Curtailment of transportation facilities preventing or delaying attendance by at least twenty-five percent of meeting participants.
  6. Acts or threats of terrorism.
  7. Rebellion, revolution, insurrection, or military or usurped power, or civil war.
  8. Contamination by radio-activity from any nuclear fuel, or from any nuclear waste from the combustion of nuclear fuel, radio-active toxic explosive, or other hazardous properties of any explosive nuclear assembly or nuclear component of such assembly.
  9. Cancellation of the event by venue owners, Government or Government authorities.
- ✿ Team WW endeavors to attract a significant number of visitors; however, we do not guarantee specific footfall. The success of your sales remains your responsibility. Team WW is not liable for the footfall, sales, or records of your brand during the event.
- ✿ Team WW will not be held responsible for any damages, loss of goods or business, or any other accident arising.

# ~DIGITAL PROMOTIONS GUIDELINES~

- ✿ The exclusive authority for promoting any and all content, whether static or video, rests with the curation and digital team of Weekend Window.
- ✿ For digital promotions, it is required to provide with 4-5 high-resolution, visually captivating photos and engaging reel content from your **PROFESSIONAL brand photoshoot** latest by **30th November, 2024** on the google drive link shared on whatsapp at the time of brand confirmation after the 100% advance payment.
- ✿ Additionally, please provide a brief 3-4 line description of your brand or latest collection, along with your brand's Instagram handle.
- ✿ Brand selection for digital promotions will be solely decided by our social media team.

**Brand selection** depends on various criteria like -

- \* Quality of the professional photoshoot
- \* Content of the reels and photos provided
- \* Sharing the content on the drive link in the given timeline
- \* Overall brand fit with our strategic content planning

## ~FLEASTIVAL CONDUCT~

- ✿ We are committed to a respectful, safe environment free from harassment (physical, mental, sexual), violence, discrimination, bullying, solicitation and abuse.
- ✿ Should any attendee display unacceptable behaviour, they will be escalated to the appropriate authorities and actions will be taken accordingly.
- ✿ Please wear your entry wristband at all times while at the fleastival.
- ✿ Without a wristband, you will be asked to re-verify yourself at the Ticket Window.
- ✿ We all like clean spaces. Please do not litter. Find the closest segregated bins in order to dispose off your waste.
- ✿ Weekend Window is a **pet-friendly event**, allowing you to bring your furry friends along for a fun-filled day of shopping and entertainment.
- ✿ Please be kind to all of the Weekend Window Crew and on-ground staff. We work collectively to make Weekend Window a beautiful experience for you.
- ✿ This is a smoke-free fleastival.
- ✿ We are proud to announce that our event is a vegetarian fleastival, showcasing a wide range of delicious vegetarian cuisines, snacks, and beverages.

 **POWER USAGE TERMS :**

Being a live event, the electrical **load planning** is always a major concern. In-case you need to use or plan to use anything beyond the basics being provided, please let the Weekend Window team know beforehand **in WRITING.**

There might be an extra charge levied whether or not your directly add it or the Weekend Window team does it for you. Weekend Window team also holds the right to ask you to not use any of the extra electrical equipment on the event day if we feel that it can affect the overall load on electrical supply.

Any tampering with electrical wires or electric material at the event or use of high wattage lights like halogens or equipment without written permission from Weekend Window team can lead to your stall being cancelled without being informed as it is a major security risk.

 **FIRE AND SAFETY TERMS :**

Please note that the use of gas or any equipment with live fire is strictly prohibited at our events in compliance with government fire safety regulations. Failure to adhere to these laws poses a safety risk to all participants and visitors.

Violators of **fire safety norms** will be immediately removed from the event without refund, forfeiting their entire stall amount. Additionally, individuals using hazardous equipment will bear full liability for any penalties imposed by government agencies on Weekend Window/The Idea Bag Inc.

The use of candles, live fire elements, or any fire-risk items is strictly prohibited unless prior written permission is obtained from Team WW. Failure to comply may result in full liability for any damages caused to the event by the participant.

## ~ADDITIONAL INFO~

- ✿ Contact us only on **+91 77060 07706** -Weekend Window's official whatsapp number to receive any and every event regarding details.
- ✿ If you have any more queries, please feel free to email us on [indulge@weekendwindow.in](mailto:indulge@weekendwindow.in)
- ✿ Team WW reserves the right to change or revise any of the terms and conditions as well as the layout of the event at a later date. If that is done, you shall be informed via the official number of Weekend Window.
- ✿ By booking a stall with us, you as an individual/entity agree to comply with all the terms and conditions stated above. It serves as a binding agreement between Team Weekend Window and your entity and ensures that both parties are aware of their obligations & responsibilities.

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