

「SUMMER FESTIVAL 2024」

Booth Application Details

The Japanese Association, Singapore (the “**Association**”) will be conducting the Summer Festival 2023 (the “**Festival**”) at the Japanese Primary School (Changi Campus) on 24 August 2024. You are cordially invited to apply for a booth.

Event Date / Time : 24 August 2024 (Saturday), 3:00 pm – 9:30 pm
Venue : Japanese Primary School (Changi Campus)
11 Upper Changi Road North, Singapore 507657
Expected attendees : 9,000 – 10,000 (Estimated)
Number of booths : 50 Booths (Tentative)

Person-in-Charge : Mr Lionel Phia (jassummerfest@gmail.com)
Contact Number : Tel : 6591-8126 (DDI) / 6468-0066 (Main)

Application closing date: Sunday, 2 June 2024 before 4:00 pm

1. Booth Information

- 1.1. The booth fee per booth is charged at \$150 + 9% GST.
 - (a) Food & Beverage Booth (see 1.3. below)
 - (b) Merchandise (see 1.4. below)
- 1.2. The booth size for each booth is 3m x 3m, the rental includes the following:
 - (a) Table x 3 (4x2 ft c/w skirting);
 - (b) Chairs x 3
 - (c) Signage to display your booth name (Horizontal)
- 1.3. Food and Beverage (“**F&B**”) Booth
 - (a) Refers to booths selling food & beverage items with live/on-site preparations (partially or wholly) done on-site, and pre-packed food items with no preparations to be done on-site can be sold;
 - (b) Appropriate and necessary National Food Agency (NEA) or Singapore Food Agency (SFA) license/permit must be obtained; and
 - (c) A water sink must be rented from the Association. Please refer to Section 1.6. for rental rates.
 - (d) Subject to availability: You may apply up to a maximum of two (2) booths.
- 1.4. Merchandise (“**Merchandise**”) Booth
 - (a) Refers to booths selling non-food products; and
 - (b) Each applicant can apply for only one (1) Merchandise booth.

1.5. Liquor License

The Association is currently awaiting approval from the Singapore Police Force (SPF) for its liquor license. For those interested to sell alcohol/liquor, please discuss with us separately.

1.6. Additional Rental Items

| <u>Ad-Hoc Items</u> | | <u>Electrical power points</u> | |
|-----------------------|-----------------------|--------------------------------|-----------------------|
| Water Sink | : \$150+GST per piece | Single-Phase (13A) | : \$10+GST per piece |
| Table (Max. 2 pieces) | : \$5+GST per piece | Single-Phase (15A) | : \$60+GST per piece |
| Chair (Max. 2 pieces) | : \$1+GST per piece | Single-Phase (16A) | : \$70+GST per piece |
| | | Single-Phase (32A) | : \$300+GST per piece |

2. Booth Application Process

2.1. The following documents must be submitted via Google Forms:

<https://forms.gle/Ss9AZ6VDj8VEgchbA>:

- (a) Booth Licensing Agreement;
- (b) NRIC/Work Permit (Front & Back) of all on-site helpers; and
- (c) Hygiene course certifications for all on-site food handlers (only F&B booth).

2.2. The Association reserves the right to review and select the applicants.

2.3. You will be notified about your application status via email to be sent at the End of June 2024.

3. Each applicant will be responsible for abiding by the terms and conditions in the Booth Licensing Agreement