

## Terms and Conditions – Trade Fairs as from 01 July 2022

No application shall be considered –

- (i) in respect of a fair to be held other than in the months of January, February, April, June, August and October;
- (ii) in respect of a person who wishes to hold a fair more than once in a month or more than twice in a year;
- (iii) in respect of a fair to be held on a sports ground, on a parking area or in a garden;
- (iv) in respect of a fair to be held within a distance of 200 metres from a hospital, place of worship or such other place as the Permanent Secretary may determine;
- (v) in respect of a fair to be held within a distance of 200 metres from a school, except during weekends and school holidays;
- (vi) where a fair entails the participation of a non-citizen, unless prior written approval is obtained from the Prime Minister's Office;
- (vii) where health-related goods will be displayed and put for sale, unless prior written clearance is obtained from the Ministry responsible for the subject of health;
- (viii) unless full particulars of the beneficiary of the fair are disclosed;
- (ix) in respect of a fair which is suggestive of a form of patronage from –
  - a) a national organisation; or
  - b) another State or an international organisation, unless a written authorisation from that State or organisation is obtained; and
- (x) if the applicant has negative previous report submitted by the Consumer Affairs Unit of the Ministry against him or has failed to comply with the terms and conditions attached to an authorisation of a previous fair held within a period of 3 years prior to the application.

### **Note:**

The Consumer Protection (Control of Fairs) Regulations 2016 and subsequent amendments are available on the website of this Ministry for additional information.

## **DOCUMENTS TO BE SUBMITTED FOR THE HOLDING OF TRADE FAIR/SALON**

- (i) Application form
- (ii) Business Registration Card
- (iii) Certificate of Incorporation
- (iv) Shareholding in other companies
- (v) Letter from the director/shareholders informing whether they are also director/shareholder in other companies
- (vi) List of Local/Foreign participants with their stall allocation and List of Goods and Services
- (vii) Site plan of location (*specify stall for CAU, MRA and any other enforcement agencies*)
- (viii) Authorisation of owner of premises
- (ix) Authorisation of Local Authority
- (x) Insurance Cover - Fire and Allied Perils
- (xi) Public Liability Insurance
- (xii) Letter of Confirmation from the MRA that it has been notified of the holding of the event
- (xiii) Sample of Identification of *Badge (space for stall number, name of participant, photo, company name)*
- (xiv) Details of Participants (*Full Address, Tax Account Number, Business Registration Number/NID, Passport Number*)
- (xv) Letter from company offering First Aid during the event
- (xvi) Health Certificate for sale of food items
- (xvii) Written clearance from the Ministry of Health and Wellness (*for exhibition and sale of health-related goods*)
- (xviii) Clearance from MRA (*Customs Department - Bond Unit*)