

CY CREATIVE YOU 2025
7 – 12 October 2025
Durbanville High School Campus, Durbanville

CY CREATIVE YOU 2025 MARKET APPLICATION PROCESS

Only applications submitted via our electronic link will be considered.

Applications Open:	15 March 2025
Applications Close:	14 April 2025
Selection Week (in person, you will be invited):	5 – 9 May 2025
Final Approval & Invoice to successful applicants:	25 May 2025
Payment due:	25 June 2025

Selection process: Once applications have closed, the selection process will commence, with us considering your online application and PDF document with photographs. We will invite you to our selection week should we require more information and want to meet you. Any communication or viewings before the final selection is made does not imply any type of approval. The CY Creative You team reserves the right to select vendors for CY Creative You 2025.

CY CREATIVE YOU 2025 COLLABORATOR CRITERIA

CY Creative You 2025 is about celebrating creativity. Our criteria when looking at applications will be to see how your product inspires your life, your community, and your clients. End-products must be locally designed, manufactured, or assembled. We are passionate about trendsetting, unique, credible, and refreshing product offerings. We therefore welcome dynamic new collaborators.

The final selections will be made by taking into consideration the number of vendors we can accommodate given the growth of the market each year. It is also important to us that there is minimal duplication of products (as far as possible), to ensure that all vendors receive a fair opportunity to trade.

CASHLESS PAYMENT SYSTEM

We want to encourage each vendor to be their own best ambassador. We believe staffing your own shop will be beneficial to your sales and will significantly reduce security risks. You will be supplied with a cashless device for all sales. Detailed information will be provided once your application has been approved.

INFRASTRUCTURE

We are excited to be back at Durbanville High School! We have taken our vendors' and visitors' feedback to heart and have made some changes to the terrain layout and looking forward to sharing this with our approved vendors.

Please note that we will provide infrastructure in the form of a venue, marquees, stable flooring (not applicable to food court traders), counters (applicable to food court traders only), electricity and cashless devices. Refer to options below for costs where applicable. **We will NOT supply tables, partitioning or any other form of shop fitting. We want you to build your own UNIQUE shop space to display your fabulous product offering.**

FEES & COMMISSION STRUCTURE

Trading Space Entry Fee	As per table below
Cashless Device Rental	R600 incl. VAT per device
Commission Structure: Retail Vendors	15% on Total Sales plus VAT on Commission
Commission Structure: Food & Beverage Vendors	10% on Total Sales plus VAT on Commission
Cashless System Administration Fee	5%, incl. VAT on total sales
TRADING SPACE ENTRY FEE	
SIZE	COST (Incl. VAT)
4m ²	R1,200
6m ²	R1,800
9m ²	R2,700
Larger than 9m ²	R270/m ²
Food and Beverages in Food Tent (on grass in tent, minimum 6m ² . Larger than 6m ² will be charged at R270/m ² for total space)	R2,700
Food Truck (6 days)	R1,900
No additional commission or fees will be charged.	

TRADING SPACES

(Please note that we will honour your selection as far as possible, but the final allocation will be confirmed based on available space)

Option 1: Trading space inside Venue or Marquee with stable flooring, lighting and electricity, own shop fitting. Your trading space to be staffed for the trading hours of the market, handling all your own sales with a **market provided cashless device**.

COST: Trading space as chosen above + R600 rental for cashless device + 15% Commission on sales, excl. VAT + 5% Cashless System Admin Fee.

Option 2: Food & Beverages in Food Tent (Kuier Tent): Trading space inside the food tent, on grass with lighting, electricity and serving counter. Your trading space to be staffed for the trading hours of the market, handling all your own sales with a market provided cashless device.

Serving counters will be provided by the Market. Vendor to provide applicable health and safety certificates. Any other infrastructure to be supplied by vendor.

COST: R2,700 + R600 rental for cashless device + 10% Commission on sales, excl. VAT + 5% Cashless System Admin Fee.

Option 3: Food Truck
Your trading space to be staffed for the trading hours of the market, handling all your own sales with a market provided cashless device.

COST: R1,900 + R600 rental for cashless device + 10% Commission on sales, excl. VAT + 5% Cashless System Admin Fee.

FREQUENTLY ASKED QUESTIONS:

- If your online application was submitted correctly, you will receive a copy of your application via email. Please keep this copy for your own record. If you did not receive a copy of your application, check that you have completed all required fields and that you have clicked on the SUBMIT button.
- If you need to correct an error made on your application, please do not submit another application. Send an email to **vendor@thecollective.co.za** and we will confirm the changes on your application.
- All payments will go directly to our cashless device partner and the vendor will receive their payout 10 working days after the last trading day. With this payout, all fees and commission will be subtracted.

TERMS & CONDITIONS

- The registration fee to secure your space is non-refundable, unless Covid-19 restrictions or any event out of our control prohibits The CY Collective PTY Ltd (CY Creative You Market) from taking place.
- The registration fee is non-transferable.
- The registration fee is payable no later than 30 June 2025.
- Your space will only be confirmed once you have paid your trading space fee and sent your signed agreement. If your registration fee is not paid by the due date your space will automatically be cancelled.
- Please ensure that you supply us with the correct email address for correspondence. If we are unsuccessful in reaching you during the selection process your application will be disregarded. We will communicate only with one email address per vendor. If you need information to be distributed to your team, this will be your responsibility.
- The organisers reserve the right to suggest changes to your product pricing, styling etc.
- You will be required to replenish depleted stock during the market at specific time slots, which will be communicated to you.
- **All items are displayed at vendor's own risk and The CY Collective Pty Ltd accepts no responsibility for damages or the loss of any items, personal or stock.**
- Each shop owner is responsible for setup, styling and stock supply during the 6 days.
- All product sales will go through the market's central pay point system or through a cashless device provided by The CY Collective Pty Ltd. If it is discovered that sales are made using any other payment method, the vendor's shop will be closed with immediate effect, forfeiting all fees and any future participation of any markets hosted by The CY Collective PTY Ltd.
- All payments will go directly to our cashless device partner and the vendor will receive total payout 10 working days after the last trading day.
- **The CY Collective PTY Ltd is VAT registered i.e. VAT will be charged on Trading Space Entry Fee, Commission and rental of cashless device.**
- All vendors must ensure that stock and gas levels (food traders) are sufficient according to each day's set trading hours. A fine of R500 will be charged for each hour that trading stops.
- All food traders must have the required health and safety certificates, gas certificates, business licenses and Certificate of Acceptability present at all times.
- Any vendor trading in alcohol, please note that The CY Collective PTY Ltd will apply for a general liquor license and a once off fee will be charged.
- All vendors must adhere to the Copyright Act.
- All vendors must adhere to the rules and regulations of the venue.
- The CY Collective PTY Ltd reserves the right to determine the final layout of the market.
- **The CY Collective PTY Ltd reserves the right to make operational changes to the market, which will be communicated to approved vendors timeously.**
- **By selecting the T&C's on the Application Form you confirm that you understand and agree to all of the above.**