

The Linden Market

Maker Terms & Conditions 2025



Want to join the The Linden Market? Find out how to apply and become a maker at The Linden Market.

www.thelindenmarket.com



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1. Stall fees

How do I become a TLM Maker?

- ➔ Category Pricing & Electricity
- ➔ Market Trading Times & Stand Requirements
- ➔ COA: Certificate of Acceptability



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N.1 Stall Category Pricing & Electricity

Applicants **MUST** be able to trade for both market days.

General Stall Fee

R2400

excl VAT

PER MARKET

**Saturday & Sunday*

Food/Drink Stall Fee

R3260

excl VAT

PER MARKET

**Saturday & Sunday*

Alcohol Stall Fee

R7700

excl VAT

PER MARKET

**Saturday & Sunday*

Pre-Loved Stall Fee

R1200

excl VAT

PER MARKET

**Saturday & Sunday*



ELECTRICITY

- Electricity will only be available to food/drink vendors if requested in application form and if placement allows.
- An additional fee of **R250 per day PER 1 X A6 AMP PLUG POINT ONLY (R500 for the weekend)** is payable for use of electricity which fee will be added to your invoice if selected after curation.
- Ensure you have a 2.5mm 25m extension and that your plug is labelled with your business name before you can plug in.
- Failure to adhere to the above requirements will result in a R500 fine and/or rejection from future markets.
- Electricity or gas users must have at least a 1 4,5kg bottle of DCP fire extinguisher at their stand at all times.

N.1 Stand Requirements & COA

Stand Requirements

- 3m X 3m SPACE, unless otherwise indicated.
- WHITE GAZEBO (not provided and to be obtained by Maker) unless other arrangement is communicated by market organisers. Failure will result in a R1000 fine.
- COA required for Food/Drink Vendors.

If you do not have a white gazebo, we can provide you with contact details of our supplier who rents them out at affordable rates and ensures it is set-up in your location/market spot.

Market Trading Times: 9am–4:30pm Saturday & Sunday

COA

CERTIFICATE OF ACCEPTABILITY

- All vendors or businesses intending to manufacture, store, distribute, prepare, transport or sell any kind of foodstuff or drinks intended for public consumption must apply for a Certificate of Acceptability
- You cannot trade without a COA as a Health Inspector will be checking your stall on the day.
- You can contact the following representative to apply for a COA:
Sinalo Mqungquthu – Cell: 081 430 0241, Email: sinaloM@joburg.org.za
- You can only trade with a COA which is current and specifically for Region B "The Linden Market."
- Failure to adhere to the above will result in the Department of Health shutting you down and giving you a fine of R5000.
- You can download the forms, complete and send directly to Sinalo at the Health Department.
- Please see pages 11–13 for more details regarding the application for a COA and take note of the minimum requirements and the duties of food makers set by The Department of Health according to legislation.

[Download COA Forms](#)

2.

Applications

How to apply for a TLM stall

- Online Application & Selection Process
- Selection Criteria
- Things to consider before applying



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N.2 Applications

Online Application & Selection Process

- All applications must be done online via our website (www.thelindenmarket.co.za). We will not accept any other form of application.
- Each market has to be applied for separately as each market gets curated on its own. There is no automatic acceptance for future markets if approved once.
- Once your application has been submitted successfully, you will receive an automated email confirming the application has been logged. Check SPAM/JUNK.
- Please note that slow internet connections, heavy site traffic or large images might prohibit you from submitting – please retry later or reduce images.
- The mere submission of your application does not mean selection.

Selection Process

- The selection process takes up to four weeks, unless otherwise communicated and only shortlisted candidates will be contacted.
- YOU WILL ONLY BE NOTIFIED IF ACCEPTED by the date mentioned in the notification email.
- The acceptance email will have the invoice attached & the terms and conditions which you accept when applying and when paying your invoice.
- If you do not hear from us by the date as mentioned in your submission confirmation email, please consider your application unsuccessful.
- Once selected, you will be invoiced accordingly and your space will only be confirmed once payment has been made on or before the due date on invoice.
- You can only pay for the market IF AND WHEN you have been approved/accepted.
- There is no refund payable if you cancel within 30 calendar days before the event.

Once your spot is confirmed you will receive a TLM Maker Contract and Marketing Pack **no later than 3 weeks before the Market Date** which will include:

- **Maker Contract**
- **Annexure A – Market Day Section Set-Up Details & Placement**
- **Annexure B – The Linden Market Maker Terms and Conditions**
- **Annexure C – Maker Sitemap**
- **Annexure D – Maker Market Pass**
- **Annexure E – Maker Marketing Pack & Market Shopper Details**

N.2 Applications

Selection Criteria

- **Application:** Accurate information and photos of your products including photos of your stand display (or a mock-up/sketch of how you intend it to look). Please include images of branding and packaging and gazebo to demonstrate a cohesive brand offering. No products are allowed to be at the market unless it has been indicated on your application, viewed by our curators, and selected accordingly.
- **Local** – majority of products to be proudly South African in concept and creation. Whilst products might contain imported components, they must be conceived and hand-finished locally. Products from neighbouring African states will also be considered.
- **Product originality** – unique and original; first to the market if possible and innovative in design. Preference is given to unique products not readily available in shops or at other markets. Products must not be mass-produced or infringe on any copyright or patent.
- **Over exposure** – we are a platform for launching new products and businesses. We will not restrict participation in other markets, however, we want to present our visitors with a unique experience, As such we are mindful not to select makers and products that are over exposed as it adversely affects shopper anticipation.
- **Limitation of duplication** – We limit similar products so as to avoid too much of one product at multiple stalls. Similar applications will be assessed based on the criteria and the number of applicants in the same category. Over-saturated categories (like jewellery or candles) for this reason can be very competitive in respect of selection.
- **Small Business** (owner made items or reseller)
- **Innovation of product** (not replicas/fake products)
- **Quality** – showcasing quality products is crucial for achieving the standard we would like to set for the market.
- **Stall Display** – The Look and feel of your stand is paramount in the selection process. We want you to build your own space with your unique identity and creativity. A mere table and table cloth with a gazebo will not be sufficient as this is not a flea market.
- **Gazebos:** A White Gazebo is mandatory, unless you already have a gazebo which is fully branded with your business corporate identity and logo. Branded gazebos will have to be approved first and the organisers have the discretion to suggest obtaining a white gazebo instead.
- **Images** – It is mandatory to include 3 images (2 of your products and 1 of your stand set-up and stall display). If you do not submit an image of your stand set-up as it will be displayed at the Market, your application will not be considered.
- **Sponsors:** Products or services in direct competition with main sponsors will not be considered for selection.

N.2 Applications

Selection Criteria

- **Digital Presence** - Website address and social media handles will be reviewed as part of the process to determine the integrity & suitability of your business.
- **Capacity** - Your capacity to produce and deliver will also be considered.
- **Pricing** - Pricing of your product will be a factor in selection as this impacts on the success of maker sales at the market and on shopper reviews.
- **Saleability of product** - We take into account how sellable a product is to the client demographic that shops at The Linden Market.
- **Market Experience** - although not a deal breaker we do take into account your previous market experience when curating. This factor will be considered together with the above criteria to make a determination in selection.
- **Copyright Infringement** - No products must infringe on any copyright, if so the market organisers have the right to cancel your participation in the market and all other markets, without refunding of any monies and will prohibit any future participation

Selection Deal Breakers

- **NB: YOU WILL NOT BE CONSIDERED IF YOU DO NOT ATTACH AN IMAGE OF YOUR STAND SET-UP. IF YOU DO NOT HAVE AN EXISTING IMAGE YOU WILL HAVE TO PROVIDE AN IMAGE OF A MOCK STAND SET-UP.**
- **WHITE GAZEBO IS MANDATORY UNLESS YOU HAVE AN APPROVED BRANDED GAZEBO WITH YOUR BUSINESS CORPORATE IDENTITY AND LOGO - NO GENERIC BLUE OR GREEN CAMP MASTER GAZEBOS ALLOWED. R1000 FINE WILL BE IMPOSED IF NOT ADHERED TO.**
- **NO CAMPING CHAIRS ALLOWED.**

N.2 Applications

Things to consider BEFORE applying

- Do not apply for a market if you cannot commit to it. No-shows will be fined or prohibited from attending future markets.
- Please take travel, accommodation and courier costs into account before applying for this market if it is outside your province or not within your immediate surrounding.
- Do not apply if you cannot be at the show selling your own product or if you are unable to send a representative that knows your brand like you do. This we have found, impacts on your sales negatively.
- As with any event we cannot guarantee visitor numbers, but we do our utmost to ensure that every market is unique and that our marketing is on point to pull as many people as possible.
- We choose our dates carefully in terms of school holidays, availability of the venue and other events. Bad weather and other interruptions are beyond our control.
- If the Linden Market is held over a period of two days, you do not have the option to only apply for one day. It is compulsory to apply and attend both days.
- The Linden Market Curators have the right to suggest changes to your range, styling, product pricing, display etc.
- The Linden Market will promote products that have been handcrafted.
- Previous Linden Market Makers need to keep reinventing their ranges and keep the display of their stand up to standard.
- We will place all makers in spots determined by the curation team, & will do so at our discretion taking into account the market as a whole. **Makers cannot choose their spots or locations at the market.**
- The Linden Market Curator's decision regarding selection and placement is final.
- All traders must use some alternative form of receiving payment in addition to cash. Please ensure all cash received is kept safely locked. The Linden Market will not be responsible for loss or theft of your personal belongings, stock or daily sales takings

By submitting your application you acknowledge and accept the terms and conditions as set out in this document. Ensure you read it before committing to the market.

3.

Certificate of acceptability

COA Process

- ➔ Application for COA
- ➔ Minimum Requirements at COJ



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N.3 Certificate of Acceptability

Application for a COA

- All makers intending to manufacture, store, distribute, prepare, transport or sell any kind of foodstuff or beverages intended for public consumption must apply for a Certificate of Acceptability (COA).
- You will require a certificate for Region B and for The Linden Market specifically.
- It is the responsibility of the maker to ensure they are in possession of a valid COA and must be able to produce such certificate to the organisers of the Linden Market when applying or on request.
- You will not be entitled to a refund of your maker stall fee if you are disqualified from trading as a result of not being able to produce a valid COA.
- The Health Inspector inspects all stands on market days to ensure it is acceptable according to the department's standards – if you are not in possession of a valid COA on market days or should you not comply with the minimum requirements as prescribed by the department of health you run the risk of being fined R5000 or being prohibited from trading.
- You can contact the following representative at the Department of Health for Region B to apply for a COA:

Health Inspector

Sinalo Mqungquthu

Cell: 081 430 0241

Email: sinaloM@joburg.org.za

Download Application

**Region B Application Form
Minimum requirements**

[Download](#)

N.3 Certificate of Acceptability

Minimum Requirement for Food Stalls

- Container with a minimum of 25 litres of fresh water
- Refuse bin with a liner.
- Empty container with min of 25l for waste water.
- Enclose outdoor stall on 3 sides.
- Ensure adequate heating facilities.
- Ensure you have adequate cooling facilities, if applicable
- Ensure you have a ground cover.
- Ensure you have a bowl for dishes.
- Provide separate hand wash facilities (25 L water bucket / liquid soap and paper towels).
- Ensure that all foodstuffs are covered

- Tables to be covered when preparing food or have plastic/steel table on which you prepare (easy to clean)
- Provide separate cutlery per container for dishing up food.
- All staff to wear PPE (hairnet, beard net, not jewellery, apron etc.)
- Ensure that there is suitable containers for serving of food.
- Ensure that cutlery for consumers are placed face down, and straws must be fully covered.

**PLEASE NOTE THAT
HOME COOKING/HOUSE KITCHEN
WILL NOT BE ALLOWED**

Duties of Food Makers

- Food that will not cause harm to the consumer. Source of ingredients must comply with legislation and must be safe for human consumption.
- Prepare food on site if possible to avoid post contamination/temperature drop in transit.
- Ensure backup power for cooling/heating in case of power failure.
- Staff to be trained on principles and practices of food safety and food hygiene.
- Measures are taken to prevent or insects, vermin or any other pests at stall.
- Refuse discarded from stall as often and as necessary to prevent a nuisance
- Stall area to be clean and hygienic and tidy. Dispose waste water in approved manor.
- Staff preparing food not wear PPE and no jewellery to avoid contact with food.

4.

General Rules

The Linden Market House Rules

- Weather Policy
- Cancellations & Refunds
- Maker Marketing & Features
- Plastic Packaging
- Compulsory Use of Swig Cups
- Equipment & Gazebo Hire
- Placement, Set-up and Strike
- TLM Runners
- Maker Etiquette



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N.4 General Rules

Weather Policy

- The Linden Market will only be cancelled due to severe weather and at the discretion of the organisers.
- The Linden Market continues with mild rain conditions.
- Ensure that you have covering for your stand, ground and your products for when it rains.
- There will be NO refund if abandoned due to bad weather prior or during the market.
- As organizers we take just as big a risk as vendors, as we have expenses beforehand in terms of infrastructure, entertainers, venue, JOC, marketing etc.
- If you do not agree with this policy please do not apply

Cancellations & Refunds

- Entry fees are non-refundable and non-transferrable (to another show or person).
- No cancellation will be accepted by a maker within 30 days before the event thus no refund.
- Should the market be cancelled for reasons whatsoever, within 30 days before the market, there will be no refunds of stall fees or carrying over of stall fees to the next market.
- As organizers we take just as big a risk as participating makers, as we have expenses beforehand and suppliers to pay in advance in terms of infrastructure, entertainers, venue, JOC, marketing etc.
- If you do not agree with this policy please do not apply

Maker Marketing & Features

- The Linden Market has extensive online marketing strategies in place.
- Feel free to browse around our Facebook, Twitter, Instagram and Pinterest profiles and share them with friends and clients.
- It is crucial, if selected to promote your presence at the market to ensure that collectively we promote the market to maximise on shopper attendance.
- All selected makers will be provided with a maker marketing pack containing various social media templates and The Linden Market Logo which to be used on your individual social media platforms in an effort to promote the market collectively.
- The Linden Market Team feature various makers in lead-up to the market (mainly products that have been handcrafted). All makers cannot be featured. Should you want to guarantee your feature on our pages a fee of R250 per post will apply.

No Use of Plastic Packaging

- No plastic packaging will be permitted at the market.

N.4 General Rules

Compulsory Use of Swig Cups

- All makers selling drinks in a cup must use The Linden Market branded SWIG CUPS No personal branded cups will be allowed.
- Following sizes are available to order: 250ml; 330ml and 550ml
- Colours available: Transparent with black TLM branding
- Orders to be placed with Sebastien from Swig Cups.
- **Contact details: Sebastien Blanco - sebastien@swigcups.co.za Mobile: 060 926 2367**
- Cups can be ordered at R6(excl VAT) per cup regardless of the size.
- Makers must sell the cups at the market at R10 per cup and can keep the profit for themselves. Orders to be placed directly with Swig Cups no later than 15 days before the market.

Equipment & Gazebo Hire

- We provide an empty space (3M X 3M) within which to set up your stand.
- We do have 10 wooden trestle tables (2.4m x 1m) for hire at a rate of R250 per day.
- A request should be sent to thelindenmarket@gmail.com and an invoice will be sent for payment. The table will be delivered to your stand space at the market. When strike takes place the table should be left at your stand where the Linden Market Staff will collect.
- Should you require renting of a white gazebo and/or other equipment you can contact our preferred supplier:
- **Kingdom Events: Charl Dirker - Cell: 083 384 5251 . Email: info@kingdomevents.co.za**
- Please ensure you adhere to supplier rules and payment. If not this will affect future participation at The Linden Market.

Placement, Set-Up & Strike

- Makers will set-up in various sections depending on where they are placed.
- Set-up times depend on the various sections, however most sections are allowed to set-up on Friday (the day preceding the market) from 11h00 or on the day of the market at 06h00.
- Maker Contract and Set-up Details will be sent to each maker 3 weeks before the market.
- No maker cars or trailers allowed to be parked inside the venue after 8:00am on market day.
- Any unauthorised vehicles will be clamped with a fine of R500.
- No stock to be left at the venue overnight – if a maker chooses to do so, it is at their own risk and we will not be liable for any loss, theft or damage to stock of whatsoever nature.
- All makers must be fully set-up by 08h30.

N.4 General Rules

TLM Runners

- Runners are available and to be booked in ADVANCE.
- They will be available for Friday setup, Saturday morning setup & Sunday Strike.
- Please book with Thabang directly and get pricing for your requirements. He is in charge of the runners so do not send any requests for this to The Linden Market directly.
- **Contact details: Thabang Cell:(063) 540-4642 Email: thabangletsghaba@gmail.com**
- Only Thabang's runners are allowed into the venue - no vagrants. If not adhered to it poses a huge security risk for all when makers allow vagrants to assist inside the venue.

NO VAGRANTS ARE ALLOWED TO ENTER THE VENUE. IF YOU BRING IN A VAGRANT TO HELP YOU WITH YOUR STOCK OR STAND SET-UP YOU WILL BE FINED R1000 AND NOT BE ALLOWED BACK.

Vendor Etiquette

- The Linden Market has a culture of community and team spirit. Please be courteous to your fellow makers, TLM security, staff and shoppers.
- No maker will be allowed to use or pay TLM staff to help with their stall set-up or carrying of stock. Please book runners for this purpose.
- When entering the venue for setup and strike a speed limit of 5km/h applies.
- No maker cars or trailers allowed to be parked inside the venue after 8:00am on market day. Secure parking available at Roosevelt High across the road.
- Do not set-up outside of your allocated 3m x 3m stand space. No large banners to be placed outside of your allocated stall unless approved by the organisers.
- Do not use TLM chairs or any other market equipment, this is for visitors only.
- Ensure you have a battery bank for POS device/phones. No charging facilities available.
- All makers will only be able to enter the market with the maker market pass which will be sent with the maker contract and set-up details.
- Makers are not allowed to share the maker site map with the public. There is a dedicated shopper map which can be shared and will be contained in the maker marketing pack.
- Each maker should ensure their stand space is clean when packing up after the market. Makers leaving trash within their space will be fined R500.

Made with Love, Bought with Purpose

#thelindenmarket #shoplocal



@thelindenmarket



Makers: Genevieve 082 667 0647

General: Lizelle 083 652 0703

Marketing: Stachia 079 509 6446

Safety Officer: Vernon 082 464 4784

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