

DEPARTMENT OF ENVIRONMENT, PARKS AND RECREATION
MINISTRY OF DEVELOPMENT

Booth Number: _____

Entry Form 'Car Boot Sale'

Venue: Old Car Park, Serasa Beach
Time: Every second and fourth week

Please fill out the information below:

Vendor Name : _____

H/P No : _____

Address : _____

Vehicle : _____
Registration No
used for business

Payment Receipt : _____
Number **Date of** **:**
Receipt _____

Payment for Car Booth Sale event
dated: _____ (Week 2)

_____ (Week 4)

_____ (Week 2)

_____ (Week 4)

Vendor's Signature

Date: _____

Note: The payment made will not be refunded if there are any cancellations on the use / rental spaces.

RULES AND REGULATIONS ‘CAR BOOT SALE’

SERASA BEACH

SITE/AREA ‘CAR BOOT SALE’

1. A single Parking Lot/existing car park will be used as a site for trading.
2. The contributors (JASTRe) will carry out a system of First Come First Serve basis i.e the vendor who first registers by completing the registration form and draw lot for the booth number.
3. The contributors (JASTRe) only provide the site/area; all vendors need to bring their own equipment. Vendors are not allowed to use large tent apart from small umbrella or tent that is within the size of the parking lot (umbrella / tent small rectangular or round 6mx6m size only).
4. Vendors are allowed to use a small table (in the area of the lot given), chairs, mats, canvas for displaying any goods to be sold. (not provided by the organizers).
5. Selling goods have to be stacked neatly in front of the car bonnet and does not exceed the site area provided to prevent inconvenience to visitors / pedestrian.
6. Vendors must place their new and used goods separately with packaging foods.
7. The size of the lot is 6m by 6 m asphalt ground and a \$2.00 fee charge per entry of a lot.
8. If additional lot is required, vendors are allowed to rent an additional lot (for the same price) in order not to disturb the neighboring vendors.
9. There is no electricity available.

TIME ‘CAR BOOT SALE’/ BUSINESS

1. ‘Car Boot Sale’ / trading will be operated at every second and fourth Sunday of the month.
2. The business starts from 8 am to 6 pm.
3. Vendors are encouraged to come 30 minutes earlier which is at 7.30 am to prepare their trading site. If there are problems, need to inform the contributors.

4. Vendors are only allowed to bring their vehicle in the trading site before 8am as after that it will disturb the other vendors that are starting their business.
5. After the end of the given time, vendors are only allowed to bring in their trading goods to their own respective business place in their own alternative way.
6. Vendors 'Car Boot Sale' are not allowed to closed their business before the end of the their working hours which is at 6 pm (if there are any problems that cannot be prevented, MUST inform the contributor)

CAR STICKERS

1. Priorities will be given to the vendors that registered and have official car stickers 'Car Boot Sale' to enable the vendors to take their trading location.

SITE CLEANLINESS

1. Cleanliness must be prioritized. The hygiene for the trading site must be done by the vendors themselves after finishing their business and are thrown to the garbage disposal that are provided / even though the cleaning will be executed by the contributors, vendors should maintain the cleanliness of the surroundings, and if any rubbish were found, action will be taken.

OTHER REGULATIONS

1. Not allowed to make noise using instruments such as music audio. Contributors are not responsible for any difficulties.
2. Contributors are not responsible for any missing personal goods of participants.
3. Contributors have the rights to change the rules and regulations anytime without any notices.

TYPES OF BUSINESS INVOLVED

1. Used goods such as gifts, house decorations, bag, shoes, old books, songs records, video, kids toys, stamp, coins collections, furniture, kitchen utensils, sports equipment, tools, accessories and other used goods are in good condition.
2. New goods such as menswear and womenswear, accessories, food supplements (business online) – (contributors are encouraged to sell their goods cheaper than the usual price in the market)

3. Packaging foods – any dessert/ ‘kuih’/ ‘jeruk’/fruits that were packed. Nasi lemak/ Nasi Goreng are not allowed.
4. ‘Main Services’ – such as power card and etc.

ACTIVITIES / GOODS THAT ARE NOT ALLOWED

1. Any products that are forbidden under the National Law including Firearm and non HALAL food for Muslims.
2. Pirated goods
3. Goods that infringe copyright (eg; Astro Smartcard)
4. Animals (pet or wild)
5. Raw chicken, meat and seafood
6. Activities that involves with cooking.

RENTING SCHEDULE AND PAYMENT.

1. Before the payment of rent was made, the applicants 'Car Boot Sale' must register in advance by filling in the registration form that is available in the week before the event 'Car Boot Sale' started.
2. Usage Fee per lot of B\$2.00 (per entry) must be paid at the first floor, Bangunan Tumasek Plaza, Jalan Raja Isteri Pengiran Anak Hajah Saleha, Department of Environment, Parks and Recreation, Ministry of Development after registration made during working hours as follows:

Monday – Thursday	: 8.30 am – 11.00 am
	: 2:00 pm – 3.00 pm
Saturday	: 8.30 am – 10.00 am
3. After making payment at the first floor, vendors must obtain an official car stickers (box number) from the 2nd floor at the same building through a lottery that has been created for display in the car and can be seen clearly by the working staffs while the vendors' vehicle entering the site/ box area.
4. Vendors are not allowed to enter site to continue business if the payment has not been made to use the area/ lot at the time of registration and the contributor has the right to cancel the vendor's application and offer site to other vendors without prior notice.

REMINDERS FOR VENDORS.

- Event starts at 8 am until 6 pm.
- When arriving at the location, working staffs will help participants of 'Car Boot Sale' at the trading site that has been allocated.
- 'Car Boot Sale' will be cancelled if it rains and payment of registration (B\$2) will not be refunded.
- Camping table, chairs and waste bin will not be provided.
- Vendors can leave the site (along with the sale goods) anytime but report to the working staffs to help exit safely.
- Car stickers have to be shown and handed to the working staffs if vendors want to go out of the site.
- Before the end of event, the working staffs will collect the car stickers.
- Do not litter or leave waste after the event. Litter has to be thrown at the garbage disposal.
- Only one lot will be provided for one vendor.

THINGS THAT CAN REVOKE RIGHTS AS VENDOR.

1. Distribute anti-government and things that conflicts with cultural community.
2. Activities that affect image and loss of arrangement of 'Car Boot Sale'.
3. Inflict chaos at the trading site.
4. Selling illegal things by Law of Brunei Darussalam.
5. Not paying rent (no official car sticker).
6. Activities that disturb the public order and community.
7. Not obeying the requirements and regulations of business.
8. Business site as center operation of any political party.

Entries for 'Car Boot Sale'

Instruction

- 1) The applicant must download this form from the website of the Department of Environment, Parks and Recreation and can fill in on line. Forms must be completed except in the area of Payment Receipt Number and Date of Receipt.
- 2) Once the form is completed, the applicant is required to come to the address mentioned below to make the payment of usage (rent) space according to the number of entries required.

Finance Section
1st Floor,
Environment, Park and Recreation Department
Ministry of Development
Tumasek Plaza Building
Jalan Raja Isteri Pengiran Anak Saleha

- 3) Once payment is made, the applicant is required to submit receipts to the Divisions of Parks and Recreation at level 2 in this department to receive car sticker for verification participation 'car boot sale' on the specified date.

Attention:

Applicants are allowed to join 'car boot sale' once or more (at most 4 times) during a period of two (2) months ie on every second and fourth weeks of each month.

Usage fees or rent for a plot is B\$2.00 per registration or admission.

Plot size is 6m x 6m.