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In reply please quote
No.

EMBASSY OF THE REPUBLIC OF ZAMBIA

Villa 302 North El Shewayfat, off South 90 St., 5th Settlement - New Cairo

ZEC/8/22/3

1st June, 2023

The Chairman, EABA
Egyptian African Businessmen Association
& H.O.C Economic Group
11/1154 Omar Ebn El Khatab st.
Waraza Square – Sheraton – Cairo
EGYPT

RE: INVITATION TO PARTICIPATE IN THE 95TH AGRICULTURE AND COMMERCIAL SHOW IN ZAMBIA ON THE 2ND TO 7TH AUGUST 2023.

The above subject matter refers,

The Embassy of the Republic of Zambia in Cairo has the honour to inform that the 95th Agriculture and Commercial show will take place in Lusaka, Zambia from the 2nd to 7th August 2023, under the theme: "**Inclusive In Economic Transformation**"

In view of the above, The Embassy wishes to invite your Organization and Association to attend and confirm with the Embassy in good time.

For ease of reference, information may be accessed at the following links.

<https://acsz.co.zm/application-form-2>

<https://acsz.co.zm/general-information>

<https://acsz.co.zm/acsz-brochure>

Please accept the assurance of our highest consideration.


Maj Gen Topply M Luboya (Rtd)
AMBASSADOR



**AGRICULTURAL AND COMMERCIAL
COOPERATIVE SOCIETY
OF ZAMBIA LIMITED**

95th AGRICULTURAL AND COMMERCIAL SHOW APPLICATION FOR EXHIBITION STAND

PLEASE COMPLETE THE FORM CLEARLY IN PRINT

Exhibitor/Organisation: _____

Contact Person: _____

Postal Address: _____

Country/Town: _____

Email: _____

Telephone No: _____ Fax No: _____

Sector: _____

Tick where applicable.

Type of Organisation: Government Corporate NGO SME Parastatal

Other: _____

Type of Stand Required (tick where applicable)

Plain Indoor Length Width

Plain Outdoor Length Width

Indoor Booths 9sqm 12sqm

Pavilion Length Width

Note: Preparation of the stand is your responsibility and subletting of exhibition space is not allowed.

Signed: _____ Name: _____ Date: _____



AGRICULTURAL AND COMMERCIAL
COOPERATIVE SOCIETY
OF ZAMBIA LIMITED

GENERAL INFORMATION CIRCULAR FOR THE 95th AGRICULTURAL & COMMERCIAL SHOW

1. DATES & THEME

SHOW DATES: Wednesday, 2nd TO 7th August 2023

95th THEME: "INCLUSIVE IN ECONOMIC TRANSFORMATION"

2. JUDGING ENTRY FORMS

a) These must be received by the Show Office not later than Friday, 22nd July 2023 by 14:00 hours. Two copies of the Agreement entered between the Society and Exhibitors must be signed, returned to Society office and thereafter one copy will be returned to the Exhibitor. Maximum number of categories to enter for is three (03).

b) The first prize winners in all categories will automatically be judged for the Best Overall Exhibit and all entries will automatically be judged for the Best Interpretation of the Theme.

3. EXHIBITION BUILD

Exhibitions build – up Access to the exhibition Pavilions (Exhibition Hall) will be available on Monday 31st July 2023 from 08.00. All stand preparation must be completed by 16:00hrs on 1st August 2023

4. COMMUNICATION

Please advise the Show Office of the name, email address, phone number and designation of the person responsible for your Pavilion.

Email: info@acsz.co.zm

TEL: +260 211 253415

5. AGRICULTURAL AND COMMERCIAL COOPERATIVE SOCIETY OF ZAMBIA (ACSZ) HEALTHY AND SAFETY POLICY

The Show Society cares deeply about its Employees, Board of Directors, Members, Clients, Exhibitors and Show goers. This year's Show will be held under the strict Health guidelines from the Ministry of Health and other health institutions. The following are the five golden guidelines that must be followed during and after this year's Show, these guidelines pertain to all Society employees, and all our stakeholders.

- a) Mask up in public.
- b) Maintain physical distance.
- c) Wash hands frequently or use hand sanitizer.
- d) Avoid crowded places and stay at home.
- e) Seek medical attention early if symptomatic.

6. ELECTRICAL CONNECTIONS

The Showgrounds electricity supply is limited and must not be overloaded. All additional electricity connections to the existing lines must have the approval of the main office of the Agricultural and Commercial Society of Zambia. In case of load shedding, exhibitors are advised to have alternative source of power.

7. TELEPHONES /FAX/EMAIL

Exhibitors must make their own arrangements with Zambia Telecommunications Company Limited Ridgeway Exchange and other service providers.

8. TRADE AND JUDGING DAYS

Trade days: Wednesday 2nd to Friday 4th August 2023

Judging day: Wednesday 2nd 2023.

The Society hopes to have as many Exhibitors as possible that can attend their Pavilions on Trade and Judging Days. Exhibitors are encouraged to invite their business associates to their stands. Exhibitors will have to make their own arrangements for their visitors to enter the Showgrounds. If there are groups of School going children in the company of their teachers, please attend to them as they are our future leaders.

9. ENTRY TICKETS AND BADGES

a) Exhibitors: Exhibitors will receive an allocation of Exhibitors Badges based on how much they have paid. Should any exhibitor require Exhibitors Badges more than the allocation, these must be paid for at ZMW 200.00 each. Exhibitors Badges will be perforated each day as you enter the Showgrounds. If an Exhibitor wishes to go out frequently to collect supplies. *The Arm Bands will be sold at K10.00 each to individuals who want to go out frequently. The gate managers will deploy a person to dress the arm bands on those intending to come back. The arm band must always be accompanied by a badge.*

Exhibitors' Car Parks will be clearly sign-posted, and no Exhibitor will be allowed to park anywhere else.

b) *International Exhibitors:* They will be provided with an appropriate Badge and they may enter the Showgrounds through the *Exhibitors' Gate 6 or Gate 8* in the Sports Complex area and park in the new area next to the *Comesa and NHA arenas.*

Exhibitors' Car Parks will be clearly sign-posted, and no Exhibitor will be allowed to park anywhere else.

c) VIP Badge: This badge will be sold at the cost of K500.00 and holders of this badge will be reserved seats at the VIP section for the whole Show period.

d) Badges

All Badges must be worn at all times and are not transferable. These Badges will be perforated daily as one enters the Showgrounds. All members of the public are advised to use appropriate gates which are clearly sign posted.

e) Single Entry Tickets to the Showgrounds will be on sale at the following points:

- i. All the entry gates at the showgrounds.
- ii. All Shoprite outlets in Lusaka (Pre-sale Tickets) – Comp tickets

This year the price of a single-entry ticket is K50.00 per person per day. Children under five years of age are admitted free.

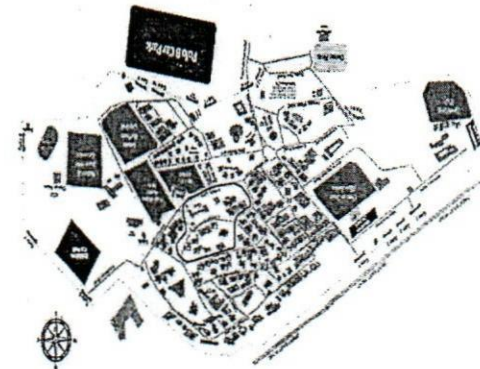
f) Vehicle Stickers

All vehicles entering the Showgrounds must display only one appropriate Car Sticker and use the appropriate gate. Vehicles displaying more than one sticker will not be allowed entry. Extra stickers other than for Official Opening, Essential Vehicles, International Exhibitor, Horse Competitor, and participating Defense Personnel will be sold at K50.00 per sticker.

S/R	DESCRIPTION	GATE	STICKER	PARKING AREA
1	Exhibitors - International/ Foreign Exhibitors will use Exhibitors into	Gate 8	EX and I EX	Former NHA stadium and COMESA area grounds
2	Society Member-	Gate 1	M Sticker	Members Gate, Great East (road opposite Manda Hill B.P Station)
3	Show Membership	Gate 10	SM Sticker	Tiyende Pamodzi Highway, into new Polo field
4	Essential Vehicles - Banks, Security Companies, Show Operations, Police vehicles, Ambulances, Fire Engines, Vacuum Tankers, Lusaka City Council. Enter through South Gate up to 09.00 hours	Gate 11	A/AA Stickers	Tiyende Pamodzi Highway
5	Cattle and Livestock	Gate 12	C Sticker	Tiyende Pamodzi High then turn left, through 'C' gate and park trucks outside Cattle pens near Offloading Bay.
6	Horse Competitors	Gate 1	H Sticker	Members Gate then turn right to Horse Area.
7	Catering Kiosks	Gate 9 Gate 8 Gate 6	K & EX Sticker	polo B field and Exhibitor's car park
8	Police, Army, ZNS, ZAF	Gate 11	P Sticker	Tiyende Pamodzi Highway, Duty personnel & arena participants only
9	Public Paid Car Parks			Polo B fields

Tips For Exhibitors & The General Public

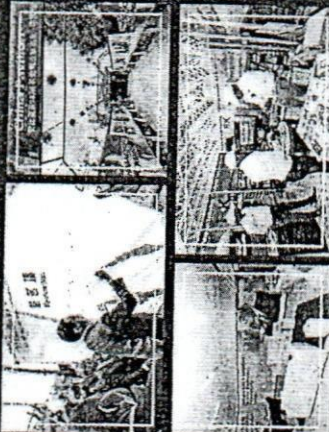
- 1. Visit the ACSZ offices. Request a copy of the site plan for those grounds map layout.
- 2. Water, electricity and other (essential) requirements for exhibitors are provided by ACSZ.
- 3. ACSZ issues the Exhibitors and Visitors Guide for the Agricultural Commercial Show. It can be downloaded from the ACSZ website. It also contains information on the show grounds, parking, and other facilities.
- 4. Site plans are available.
- 5. Waste Management. Use ACSZ bins as provided.
- 6. Daily entry tickets are sold at the ACSZ and are available at the ACSZ office.
- 7. Exhibitors are available at ACSZ.
- 8. To visit and 72 entry points for easy access.



About The Agricultural Show

The Agricultural and Commercial Show is organized by the Agricultural and Commercial Cooperative of Zambia Limited. It is the country's premier show held from 2019 and 2024.

The Show provides a forum for buyers and suppliers, showcasing of information and knowledge in various industries such as Agriculture, Information & Technology, Manufacturing, Mining, Health, Culture, Arts, Trade and Investment, Product Innovation and Value Addition, Finance, Banking and E-commerce.



ACSZ IMPORTANT DATES

Provisional March Day	20th July
Show and Exhibition Days	2nd - 4th August
Adopting Days	2nd August
Business Day	2nd - 4th August
State Vice Presidents Day	4th August
Official Opening of the 95th Show	15th August
7th August - Official Closing/Commencement of Farm Day	7th August
Golf Tournament	7th August

**Agricultural & Commercial
Cooperative Society of Zambia Limited**

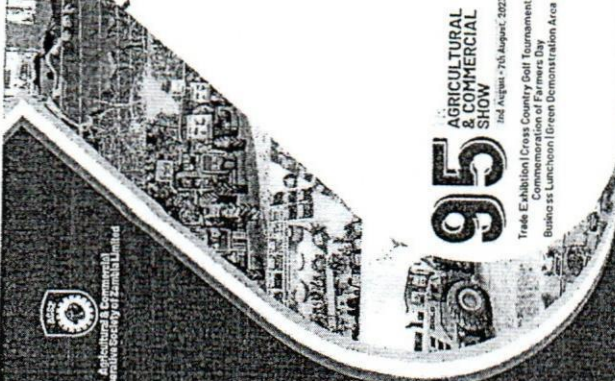
Administration: +260 21253 426
 Reception: +260 21253 415
 Email: info@acsz.co.zm | acszi@acsz.co.zm | www.acsz.co.zm



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**AGRICULTURAL
COMMERCIAL
SHOW**

1st August - 7th August, 2025
 Trade Exhibition | Cross Country Golf Tournament
 Commemoration of Farmers Day
 Business Luncheon | Green Demonstration Area



Agricultural & Commercial
Cooperative Society of Zambia Limited

Theme: Inclusive Economic Transformation

9. PARKING OF VEHICLES

Exhibitors will be allowed to bring in exhibits up to 09:00 hours on Wednesday *2nd August 2023*. Thereafter no vehicles will be allowed in the Showground's at any time during the Show. Any vehicle found wrongly parked in the Showground's will be clamped and the owner will be required to pay a fine of *ZMW 150.00*. This will be done at owner's risk. Any vehicle found parking in the Showground's after *09:00 hours* will be clamped and towed away at a cost of *ZMW 700.00 without compensation*.

10. PRIVATE CATERING ON STANDS

The Show office must be advised by 14:00 hours on Monday 31st July 2023 where Exhibitors have arranged for an outside catering firm to cater for functions or hospitality at their stands.

11. BUILDING RUBBLE

To ensure that the Showgrounds presents a neat, clean, and attractive appearance for the start of the Show, all building rubble etc., must be cleared by the Exhibitors not later than *Friday, 28th July 2023*. Showground's personnel are not responsible for clearance of Pavilion rubble. No structure changes can be made to the pavilion without the authority of the Society.

12. ADVERTISING IN THE 2023 SHOW CATALOGUE

Those wishing to advertise in the Show catalogue should contact the Show Offices for advice as to where they should submit their adverts to.

13. VENDING

No vending will be allowed in the Showground's during the Show. Any exhibitor found assisting vendors or transporting vendors merchandise in the showgrounds will be disqualified. SI number 10 of 2018 The Local Government (Street Vending and Nuisances) (Amendment) Regulation, 2018 will apply.

14. SELLING OF ALCOHOL

Exhibitors found selling alcohol earlier than the stipulated time of 16.30 hours will have their premises closed for the rest of the Show and goods will only be given to the owner after the Show. *Note: only those authorized by the Local Authority and the Show Society will be allowed to sell alcohol*. All caterers please take note. Caterers are encouraged to use gas stoves or alternative energy stoves for cooking.

15. EXHIBITORS' MEETING

The Exhibitors second meeting will be held on Friday 21st July 2023 at 16:00 hours at the Members pavilion.

16. NON-PARTICIPATION

The Society office must be advised immediately should any Pavilion owner decide NOT to participate in the Show. In accordance with the Lease Agreements, any Pavilions not being used by owners must revert to the Show Society for re-allocation. Exhibitors who decide to withdraw will not be refunded.

17. INSURANCE

The Society will not bear the risk of insurance. It is the responsibility of the EXHIBITORS to provide sufficient insurance protection against all risk deriving from their participation.

18. PUBLICITY ARRANGEMENT

Exhibitors are encouraged to promote their companies or products by contacting the information centre office. This service is at K300 per day for exhibitors.

19. BOOTH LAYOUT/ DESIGN/PAVILLIONS

We encourage exhibitors to make set up as interactive as possible by providing activities within their booth area, The EXHIBITOR shall, at his/her expense, construct and assemble its merchandise display within its space allocation using any attractive and creative means necessary and in keeping with good taste. It is understood that the EXHIBITOR'S display or merchandise shall NOT go beyond the area allocated.

20. MANNING OF STANDS

Exhibitors' stand must be fully manned at all times by alert staff. Never leave property unguarded, even for a few seconds. Entertain all customers entering the stand closely and present minimum items each time.

21. DISMANTLING

The Exhibitor must vacate their exhibition space within the time specified by Society for exhibition dismantling. Failing to do so will be liable for additional fees per day.

22. HAND OVER OF KEYS

The Exhibitor must surrender the keys to pavilions after the exhibition, failure to which the exhibitor will be liable for addition fees.

23. PROMOTIONAL MARCH

The Promotional March will be held on Monday 22nd July 2023. The walk will this year start from Levy Junction Mall to the Showground's. Assembling time is 08:30 hours. Exhibitors are encouraged to display their products during the walk.

I..... being the representative for
(Name of Organisation) hand read and understood the above guidelines and that I will abide by the said guidelines.

Signed..... Date.....