

Terms and Conditions for Pushcart Rental in RP

For the purpose of this Terms and Conditions, we will refer to the following terms as defined:

- A. Academic / Student Life Activities : Linkages to Academic modules, Club and Interest Group activities or RP-approved fund-raising activities
 - B. Student Entrepreneurial Activities : For personal commercial reasons
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1 Eligibility

- 1.1 RP Schools, Centres and Offices may rent the pushcarts for the purpose of engaging in Academic / Student life activities or Student Entrepreneurial activities. For any other purposes, approval must be obtained from SMC prior to the application for rental, for which it should not be unreasonably withheld.
- 1.2 All rental application forms are to be submitted to SMC via a Sharepoint link for approval **at least 2 weeks** prior to rental date.
- 1.3 Rental of pushcart(s) is subjected to availability. Any events that require more than 10 pushcarts, please book via the online form at least 1 month in advance.
- 1.4 Subletting is strictly prohibited.
- 1.5 Rental of pushcarts and its subsequent renewal shall be at the sole discretion of SMC.

2 Operating Hours

- 2.1 Pushcart vendors may only operate on weekdays from 9am to 6pm.
- 2.2 RP Schools, Centres and Offices may operate on weekdays or weekends for activities that are sanctioned by the school/centre. Respective officers shall inform SMC at the time of application for rental of the intended operating hours.
- 2.3 Pushcarts are available for rental during school vacations; however, vendors must be mindful of a lesser crowd during such periods.
- 2.4 Rental of pushcarts is not available during Assessment (Mid-Semester and End Semester) periods.

3 Charges

- 3.1 RP Students will be charged a rental fee of **\$10 nett per pushcart per day** for the purpose of student entrepreneurial activities only.
- 3.2 The rental fee is waived if the rental is linked to Academic Modules, Club and Interest Group activities or RP-approved fund-raising activities.
- 3.3 All above charges are inclusive of GST.
- 3.4 SMC reserves all rights to amend its charges through publication of the new charges in the SMC pushcart rental website at any point in time.

4 Placement of Pushcarts

- 4.1 There are eight designated locations for placement of pushcarts. (Please refer to pushcart rental website for pictures of locations).
- 4.2 To prevent overcrowding, only 2 chairs are allowed to be placed near the pushcart rented. These chairs have to be returned back to the original location at the end of the rental period

5 Manning of pushcart

- 5.1 The hirer is held responsible for the manning of the pushcart.

- 5.2 Pushcarts should only be manned by RP students or staff. Random checks will be conducted and student/ staff pass must be presented for verification of identity.
- 5.3 For Student Entrepreneurial activities, hirer is to be present at all times during pushcart rental period.
- 5.4 For Academic / Student Life activities, hirer need not be present at all times during pushcart rental period.
- 5.3 Pushcarts should not be manned by RP students during first, second or third meetings, unless prior written approval has been obtained from the relevant Schools and Centres.

6 Sale of Items

- 6.1 Only legitimate items that do not contravene the laws of Singapore may be sold. The sale of cigarettes, alcohol, and anything that is unsafe / unfit for consumption is not permitted.
- 6.2 Items sold must not be contrary to RP Students' Code of Conduct. (E.g. Strictly no slippers, no cigarettes are allowed for sale).
- 6.3 All items to be sold shall be declared on the application form. All hirers are required to attend an interview session with SMC, including showing of sale items, upon application of rental form. Should SMC deem certain items to be unfit or not suitable for sale, the application to hire will be terminated immediately by email notice to the hirer's email account.
- 6.4 If hirers are found selling items that are not listed during the application, hiring will be terminated with immediate effect with NO refund.
- 6.5 Sale of pre-packed food and drinks are only permitted if they are obtained from a licensed distributor. Sale of any consumable items may be subject to licensing from the Government. The hirer is responsible for ensuring that the appropriate licence has been obtained. The agreement for hire shall be voided immediately should the hirer be found not in possession of an appropriate licence,
- 6.6 No cooking or preparation of food items in RP is permitted, at anytime.
- 6.7 A non-exhaustive list of prohibited items which cannot be sold are given in **Annex A**.
- 6.8 Touting is strictly prohibited in RP.

7 Placement of Goods

- 7.1 The pushcarts should only be placed within the perimeters of RP's campus grounds, unless otherwise as approved by SMC.
- 7.2 Placement of Pushcarts should not obstruct traffic flow in any manner.
- 7.3 Distributions of promotional materials in conjunction with the hire are subjected to approval by SMC. Promotional material should not include any content that are proselytizing / evangelistic in nature or contains offensive, pornographic text and images.
- 7.4 Hirers are allowed to use various peripherals for products display. However, these peripherals must be confined within the allocation pushcart space. Any use of any furniture, including but not limited to boxes, chairs or tables, for the purpose of extending their presence is not permitted (With reference to Diagram 1).



Diagram 1: Practice as shown in photo above is strictly not allowed.

- 7.5 Permanent attachments to the pushcart are not permitted. Should the hirer need to hang materials or temporarily attach materials to the pushcart, the hirer must ensure that these are completely removed when the pushcart is returned.
- 7.6 Glue, scotch-tape, gum paper, screws, wire staples or nails are not allowed to be affixed onto the Pushcart.

8 Responsibility

- 8.1 Hirers are responsible for their wares/goods. RP shall not be liable for any damage or loss, whether consequential or otherwise, for damage to or loss of the items.
- 8.2 Hirers are held solely responsible for any damages to the pushcart. Pushcarts shall be returned in the same condition as when they were rented, subject to normal wear and tear. Hirers are advised to check the condition of the pushcarts at the start and end of the rental and acknowledge the same in the rental agreement. If damages to the pushcart are found upon return, hirers will be made liable for the damages.
- 8.3 Hirers are liable for the cost of replacing the entire lockset of the pushcart if they lose their pushcart key.
- 8.4 The hirer is responsible for any tortuous act, whether through negligence or otherwise, arising from any protrusions from the pushcart or from any electrical wiring leading from the pushcart.

9 Payment

- 9.1 Payment for the rental of the pushcarts shall be made in full via NETS at One Stop Centre **at least 3 working days** prior to the commencement of the rental period.
- 9.2 Students must produce a valid student pass or IC for verification of identity and NETS payment receipt when collecting the pushcart keys from One-Stop Centre.

Annex A

List of Prohibited items

1. Sale of cigarettes, alcohol and drugs is strictly prohibited
2. No sale of pirated or counterfeit goods
3. No sale of items offensive to any race, religion and/or gender
4. No sale of items containing vulgar language
5. No sale of gambling related items
6. No sale of pets/ pet supplies
7. Specifically for food items - Any form of cooking or food preparation is not allowed. Sale of pre-packaged food approved by AVA or relevant authorities is allowed.