

Application / Catalogue Entry Form for Participation in Arogya

* 1. Organization Name:

* Address: (Regd./Head Office)

* Country:

* Telephone:

(with country/city code)

Mobile:

Fax:

(with country/city code)

* Email:

Website:

2. Name & Designation of:

(i) Chief Executive

(ii) Contact Person

3. Space Requirements with three options of stall(s):

<input type="checkbox"/> Stall(s) opted	<input type="checkbox"/> 1st Choice
<input type="checkbox"/> Shell Scheme (Min. bookable area 9 sq. mtrs.)	<input type="checkbox"/> 2nd Choice
<input type="checkbox"/> Bare Space (Min. bookable area 36 sq. mtrs.)	<input type="checkbox"/> 3rd Choice

4. Water Supply: (No. of Taps Required)

5. Extra Electricity Power Requirements (KW):

6. Exhibits to be Displayed:

7. For Catalogue entry, please send Name & Address, Telephone, Fax, E-mail, Website, Contact Person and Products on Display with Company Profile in not more than 50 words in CD only

8. I/We Demand Draft No.

Date:

for Rs/US\$:
(Drawn in favour of India Trade Promotion Organization)

I/We hereby agree to abide by the enclosed rules & regulations and agree to pay electricity & water charges, if any, separately before taking possession of stand.

Rules & Regulations

Participation: Application for participation is to be made in the prescribed form. Approval of participation and exhibits will be at the sole discretion of India Trade Promotion Organisation.

Participation Fee

Minimum booking	: Under shell scheme: Min bookable area 9 sq. mtr.	Bare space: Min bookable area 36 sq. mtrs.
Indian Exhibitor	: Rs. 4250/- per sq. mtr.	Rs. 3850/- per sq. mtr.
Foreign Exhibitor	: US\$ 120/- per sq. mtr.	US\$ 105/- per sq. mtr.

(Service Tax extra @ 10.30%)

The facilities under shell scheme will include constructed booth, Floor Covering, fascia writing, 4 spot lights, 2 chairs, 1 table, 1 plug point and waste paper basket for a booth of 9 sq. mts. Additional display aids and furniture can also be obtained on payment.

Timings of the Fair : 11.00 A.M. – 8.00 P.M

Electricity/ Power Charges : Power service connection charges are Rs. 190 per KW and power consumption charges are Rs. 130 per KW per day plus 5% contingency charges plus 10.30% service tax

Water Charges : Rs. 2810/- per connection and Rs. 450/- per tap (per consumption) per day plus 5% contingency charges plus 10.30% service tax.

Note: Electricity & Water consumption charges are subject to revision, if any, by the local authorities.

Payments : 50% advance participation charges are payable alongwith the application by demand draft in favour of India Trade Promotion Organisation. Remaining 50% are payable one month prior to commencement of the exhibition or on receipt of invoice whichever is earlier failing which the space earmarked will be allotted to other potential exhibitor.

Allocation of Space : Allocation of space will be done by ITPO on first-come-first served basis only on receipt of completed application form alongwith requisite payments. No sub-letting will be allowed. Decision of ITPO will be final.

Decision of ITPO will be final.

Possession of Space : 16. Possession of space will be given only on receipt of full payment including space rent, electricity and water charges, if any.

Possession will be given only one day before the fair for shell scheme for 2 days before for bare space.

Construction of Stand/ Bare Space : The interior design of stand will have to be within the architectural controls specified by ITPO. Interior design of bare space booking will have to be approved by the Architect of ITPO before actual construction is started. Participants will be responsible for removal of empties/waste material atleast 24 hours before the opening of the fair. No empties or wooden material shall be allowed to be kept behind the partition of stand. Cleanliness and maintenance of stands will be the responsibility of participants. No items of food will be allowed to be taken inside the stands.

Operation of Stands : No stand will be left unattended during the fair. Staff of participants must be present at least half-an-hour before the opening and half-an-hour after the close of the fair. No activity in the opinion of ITPO amounting to nuisance, annoyance will be caused by the participants. ITPO shall have the right to take remedial action in such cases. Exhibits must not obstruct passages, fire extinguishers, cable terminals for telephone connections, outlets for electricity and water.

- Vacation of Space** : Space will must have to be vacated within 1 day of the close of the fair, failing which participants will be required to pay penalty and the ITPO will have the right to remove the exhibits/materials etc. of participants at the risk and cost of participants. Storage of exhibits in the open area will not be permitted after the close of the fair.
- Security** : ITPO will make general security arrangements. However, participants will be responsible for the security of the exhibits and stall.
- Fire Prevention** : Participants will keep and maintain fire-fighting equipment within their stalls as per safety regulations. Arrangement of fire-extinguishers in stalls is the responsibility of the individual participants
- Insurance** : Participants will insure their exhibits display against loss, damage, theft, fire or any cause whatsoever. They will also obtain third party insurance cover for construction period, fair period and dismantling period.
- Entry/ Exit to Fair Ground** : Entry into Fair ground of representatives of participants will be on the basis of exhibitor passes issued by ITPO. Three passes will be given for a minimum of 9 sq.mtr. and two on every additional 9 sq.mtr. space booked.
Movement of Exhibits: Entry of vehicles in fair ground will not be permissible during fair hours. Vehicles carrying exhibits etc. can be allowed to come into fair ground upto 9.00 A.M. and after 8.30 P.M. with the prior approval of ITPO Security. Exit permit will be required for taking out any material out of fair ground during the fair period. No exhibits/cases/display material will be allowed to be taken out of fair ground after close of the fair without exit permit to be issued by ITPO.
- Copyright** : All necessary licences for using Copyright material from the relevant Copyright Societies e.g. the Phonographic performance Ltd and the IPRS etc. shall be obtained and a copy of the same shall be kept for perusal of ITPO. Any body found infringing Copyright Act shall be personally liable to pay the penalty and indemnify ITPO for such infringements.
- No Use Of Plastic Bags** : As per order dated 7th August 2008 of Hon'ble High Court of Delhi, no exhibitor will use plastic bags while promoting their goods, instead bags made from jute, cotton and recycled newspaper should be used.
- Violation of Rules** : In the event of violation of these rules, ITPO shall have the right to close down the stall of the participant immediately.
- Refund** : Once application form with payment is received by ITPO, no refund of licence fee will be made by ITPO.
- Interpretation** : The decision of CMD, ITPO or his nominee shall be final and binding on the participant on the interpretation of the rules and regulations
- Dispute** : Disputes, if any arising out of participation in this fair shall fall within the jurisdiction of the Courts in Delhi/New Delhi.

Smoking at fair ground Premises/exhibition ground/halls is strictly prohibited.