



**3-6, December, 2019**

Pragati Maidan, New Delhi, India

**a part of Paperex 2019**

# Exhibition Participation Contract Form (International Exhibitors)



Please return to

**International Trade and Exhibitions India Pvt. Ltd.**

B-1001- 1014, 10<sup>th</sup> Floor, Statesman House Building

29, Barakhamba Road, New Delhi 110 001 INDIA

E-mail: [accounts@itei.in](mailto:accounts@itei.in) (CIN no. U92490DL2004PTC1 24343)

COMPANY NAME					
CONTACT PERSON NAME		DESIGNATION			
ADDRESS					
CITY	PIN CODE	STATE		COUNTRY	
TEL		FAX		EMAIL	
Company Name and address for invoicing purpose (if different from above)					
State		State GSTIN-		PAN NO	

**PLEASE TICK ☒**

**PRICES: USD**

## STAND TYPES

		SQUARE METER	COST (IN USD)
<input type="checkbox"/>	<b>RAW SPACE PACKAGE</b> (NO EQUIPMENT PROVIDED) (Min 36 m <sup>2</sup> ) <b>USD per sqm.</b> Includes: space, general aisle cleaning & security of pavilion (design to be submitted 30 days before the show)		USD
<input type="checkbox"/>	<b>EQUIPPED EXHIBITION PACKAGE</b> (Min 12 m <sup>2</sup> ) <b>USD per sqm.</b> Includes: space, rear & side walls, general aisle cleaning & security of pavilion, fascia with company name, carpet, electrical connection & consumption (max 1Kw), 1 counter & 2 chairs, 1 power point, wastebasket.		USD
<input type="checkbox"/>	<b>LATE PREMIUM CHARGES</b> @10%		USD
<input type="checkbox"/>	<b>PRIME LOCATION CHARGES</b>		USD
	INLINE (Opening onto 1 aisle) No surcharge CORNER (Opening onto 2 aisles) Add 10% to stand rental PENINSULAR (Opening onto 3 aisles) Add 15% to stand rental ISLAND (Opening onto 4 aisles) Add 20% to stand rental SPLIT LEVEL (On request, 2 storey supplement) Add 50% to rental of space covered		
<b>REGISTRATION &amp; ADMINISTRATION</b> (Compulsory per Exhibitor / Co-Exhibitor) <b>USD 325</b> Includes: Computerized Registration System, Company listing in official Catalogue, full company listing on the Event Website.			USD
<b>TOTAL (IN USD)</b>			USD
<b>(+) GOODS AND SERVICES TAX (GST) @18%</b>			USD
<b>TOTAL COST (IN USD)</b>			

Please do refer the Exhibition Manual for detailed information about your participation in the exhibition

### FOR SHELL SCHEME STAND:

>>> Shell Scheme booth is a readymade basic booth provided with booth panels and company fascia name board, standard furniture, electrical fittings, booth carpet

### FOR RAW SPACE / BARE SPACE SCHEME STAND:

>>> Raw Space booths are usually taken by companies who intend to have designer booths to project their theme / brand equity  
 >>> In a Raw Space booth, only marked area is provided NOT any furniture, carpet and electrical connection  
 >>> Power connection should be apply separately on additional cost of USD 150 - per KW + GST  
 >>> It is mandatory to comply to the norms / rules for the stall design as indicated in the manual  
 >>> Please submit the final design for approval as per deadline indicated in the Manual  
 The organisers reserve the right to modify the floor plan for reasons beyond their control.



**Payment Schedule:** 50 % on booking | 50% final payment on or before August 31, 2019

**Deadline:** ☐ April 30, 2019 10% premium will be applicable on the above charges after April 30, 2019

If space booking is made within 90 days of the exhibition, 100% payment to be made at the time of signing of the Contract. We hereby confirm our participation at the event and confirm our acceptance of the Rules & Regulations printed overleaf, which form part of this contract. The execution of this contract and receipt thereof by International Trade and Exhibitions India Pvt. Ltd. is deemed conclusive evidence of the applicant's agreement to be bound by the terms and conditions constituting this contract and to pay the full fees due. **The application contract is non-cancellable by the Applicant. The Applicant further acknowledges that International Trade and Exhibitions India Pvt. Ltd. having incurred expenses as a result of the Application, is not required to refund any of the fees and that International Trade and Exhibitions India Pvt. Ltd. is also entitled to any unpaid amounts that may be owed by the Applicant to "International Trade and Exhibitions India Pvt. Ltd."**

Where more than one exhibitor will share a stand in respect of which this Application is made (stand sharers), the Applicant, acting as agent for each Stand Sharer, shall ensure that each Stand Sharer is bound by the rules & regulations overleaf. The Applicant shall be liable to pay any additional charges due in respect of any stand sharer. All direct transfers can be made directly in favour of International Trade and Exhibitions India Private Limited bank account number 0028897227 with Citibank N.A., DLF Capital Point, Baba Kharak Singh Marg, Connaught Place, New Delhi - 110 001, Swift Code CITIINBX

Authorised Signature		Name:		Date:	/ /	Stamp:	
Organiser's Rep Signature		Name:		Date:	/ /	Stamp:	

TERMS & CONDITIONS OF EXHIBITION PARTICIPATION CONTRACT

General

The provisions, subject to which signatories of the Exhibition Participation Contract (to which these Conditions are annexed) (the “**Participants**” or the “**Applicants**”) may take part in the proposed exhibition (the “**Show**” or the “**Exhibition**”) are laid down in these **Conditions of Participation**, conditions which apply to the Exhibition site, (the “**General Rules**”), as well as all regulations stated in the General Rules. The Exhibition Participation Contract, these Conditions of Participation, the General Rules, all regulations stated in the General Rules and additional fire safety regulations collectively constitute the contract (the “Contract”) between the Participant and International Trade and Exhibitions India Pvt. Ltd. (the “**Organiser**”). Additional regulations, as well as specified fire safety regulations, will be sent to Participants upon registration. Should these Conditions of Participation deviate from the provisions stated in the General Rules, then the Conditions of Participation will have priority.

Exhibition Participation Contract once signed is binding on the Participant and is cancelable only at the option of the Organiser. Persons signing the Exhibition Participation Contract declare that they are duly authorized to bind the Applicant according to the copy of adequate records of the company or that they possess power of attorney to sign contracts on behalf of the company.

Organization

The Show is organized by ITEI having registered office as **International Trade and Exhibitions India Pvt. Ltd.**  
B-309, 3rd Floor, Statesman House Building  
29, Barakhamba Road, New Delhi 110 001 INDIA  
(CIN no. U92490DL2004PTC124343 | )Email: [accounts@itei.in](mailto:accounts@itei.in), Website : [www.issueex.com](http://www.issueex.com)

A. Exhibition hours / Admission fee

With regard to the Exhibition hours and the admission fee, Participants will be notified in due time, yet as soon as possible.

B. Products and services on exhibit

At the Show only products and services which, at the sole discretion of the Organiser, are deemed in accordance with the purpose and concept of the Show may be exhibited. The Organiser will also determine at his sole discretion, the total number of stands and the number of stands exhibiting a similar product or service. Without prejudice to the generality of the foregoing, products and services of which a research organization of good reputation has established that they can be of danger for the consumers or that they may show defects within a short period of time after initial use, will not be permitted at the Show.

C. Application / Participation in the exhibition

By ticking the appropriate boxes on the application form and by returning this form to the Organiser, the Participant confirms to agree with the conditions as stated in these Conditions of Participation and the General Rules.

At all times the Organiser reserves the right to refuse an application. Upon acceptance of a registration, the Organiser will send the advance invoice to the Participant.

No further rights can be derived from participation.

D. Construction and dismantling of stands

During a period of 3 days prior to the Exhibition, Participants will be able to construct stands and bring in goods. Participants will receive a construction plan stating an exact date and time, prior to the Show. In case for whatever reason the stand space plotted out is less than the originally allocated stand space, the difference in price between the actual allotted stand space and the originally allocated stand space will be credited to Participant's account. The Organiser will not have any liability for any damages whatsoever arising out of such a difference. Participant hereby waives its rights, if any, to bring any claims against the Organiser for damages or otherwise in this regard.

The Organiser reserves the right to change the location, period, dates and times of the Exhibition at their sole discretion. The Participant will be notified of this as soon as may be reasonably practicable. The Organiser will not have any liability for any damages whatsoever arising out of such changes. Participant hereby waives its rights, if any, to bring any claims against the Organiser for damages or otherwise in this regard.

Once the Exhibition is over the Participant is bound to fulfill the cleaning/clearance obligation for the stand space rented as stated in the General Rules, in time. In the event the Participant fails to do so, the Organiser holds the right to fulfill this obligation at the Participant's cost, risk and expense.

Cleaning and clearance include removal all goods used by the Participant intended as waste, to a place designated by the Organiser in due time

For the Participants opting for indoor space only, the costs of construction and dismantling, including all required materials and tools, are entirely at the expense of the Participant. Design/ layout of the stand has to be submitted by the Applicant to the Organiser for approval at least 60 days before the start of the Show.

E. Sale and conditions

Counter sales are not permitted at the Exhibition. In case of sales of Indian manufactures/exhibits, the payment of Goods & Services Tax (GST) or any other applicable taxes as per Orders/Rules of Government /Authorities concerned will be the direct responsibility of the exhibitors.

Under no circumstances will the Organiser be responsible for any taxes or other government levies.

F. Facility for Temporary Importation Exhibit

Facility for temporary Importation of exhibits is not allowed for national exhibitors.

G. Catalogue and Internet

During the Show a catalogue with basic Participant information consisting of the Participant's name and full contact details (as provided by the Participant herein) will be distributed to /amongst attendees. This information will be mentioned on the internet site [of the Organiser]. The flat rate for being mentioned in the catalogue and on the internet site will be Rs 4,000 for domestic and USD 325 for overseas participants.

By sending back the registration form signed, the Participant agrees to the above-mentioned statements and the costs. The Organiser accepts no responsibility for any incorrect data or error in the information contained in the catalogue, on the Exhibition website or in any other public announcement.

H. Terms of payment

Payment of total hire charge plus GST or any other applicable taxes shall be made as per terms mentioned on the main contract form. 50% is paid at the time of signing and 50% on or before August 31, 2019. If the contract is signed by less than 3 months before the show, 100% of contract money is to be paid within 5 days of the signing of the contract.

Notwithstanding the foregoing, if the date on the final invoice falls within 14 days prior to the first day of construction, payment should be made 100% immediately. In these cases entry in the catalogue/ website will be solely at the option of the Organiser.

The Participant will be liable for settlement of the invoice(s) at all times.

I. Cancellation of stand space

**We do not allow any cancellation i.e. sign up and you are in for 100%.**

The signature of the Participant on this Contract and its receipt by the Organiser shall be conclusive evidence of the Applicant's agreement to pay the full fees consisting of hire charges, registration fee and all applicable taxes, notwithstanding that the Participant subsequently decides not to participate in the Exhibition. The Applicant further acknowledges that the performance of services by the Organiser commences immediately upon signing the Contract and the Organiser, having incurred expenses as a result of the Contract, is not required to refund any portion of the fees already paid. The unpaid/ balance portion of the full fees shall become payable immediately upon cancellation of booking for Exhibition space pursuant hereto.

J. Cancellation and Refund

In the event the Exhibition is cancelled for any reason, including by reason of any event outside of the Organiser's reasonable control (i.e. force majeure in the broadest sense of the word and the like and including non-availability of venue due to any reason) the, payments made by Participants shall only be refunded in full if these costs are covered by an insurance policy held by the Organiser. Apart from the foregoing, the Organiser shall have no liability in contract, tort or otherwise to the Participant in the event the Exhibition is cancelled for any reason whatsoever.

Until 30 days prior to the scheduled start of the Exhibition the Organiser holds the right to decide to cancel the Exhibition for whatever reason. The payments made by the Participants shall be refunded after deduction of expenses incurred by the Organiser.

Change of Exhibition or stand location, dates and times, as meant, does not give the Participants the right to withdraw their applications fully or in part. The Organiser will not have any liability for any damages whatsoever arising out of such change.

Should the Exhibition does not takes place, then the applications and possible allocations of stand space already made by Participants concerning the hire of stands space will be refunded after deduction of expenses already incurred by the Organizer which may be apportioned among the Participants on the basis of stand space allocated. This refund will be made within 60 days from the date the decision to cancel the Exhibition is made.

K. Liability

Goods are deemed to be at or in the Exhibition building and adjacent grounds at the expense and risk of the Participants.

The Organizer does not undertake any insurance for these goods.

The Organizer will not have any liability for damages to goods and persons caused by any cause arising out of participating in this Exhibition.

The Organiser will not have any liability for damages to third parties, caused by the use of the stand by Participant or his personnel. The participant undertakes to indemnify the organiser against all claims by third parties arising from his actions and negligence. The Participant is liable for and must be adequately insured against any damage whatsoever caused by fault or negligence of himself, his personnel or by his exhibits in any way whatsoever to goods and/or persons working with or for the Organiser for all claims which may apply.

L. Further regulations

The Organiser reserves the right to introduce, at any time, further regulations and guidelines governing this Contract.

M. Sub-letting

The Applicant is not allowed, without the prior written consent of the Organiser, assign, sublet or grant licenses in respect of any part of the space allotted to it nor display advertisements of firms who are not bona fide Participants show on its stand. The Organiser reserves the right to levy a sub-letting surcharge for each sublet agreed to and the Applicant is liable for the payment of this charge under the same terms of payment as the main stand rental.

N. Nuisance

The Participant will not cause any inconvenience to or obstruct any other Participant while making use of his stand space. The Organiser holds the right to remove any Participant causing any nuisance or obstruction from the stand space at the expense of Participant, without any proof of default and without intervention of a court. The Participant shall have no right to any refunds or damages in such circumstances.

**Disputes: All disputes relating to this contract shall be subject to the exclusive jurisdiction of Delhi Courts.**

O. Communication

The Participant is not authorized to make use of the name of the Show after the Exhibition has ended without prior written agreement of the Organiser.

P. Final provisions

The Organizer will have the right to take the following action, without proof of default and without intervention of a court, at the Participant's expense against a Participant who acts in contravention of any provision of the Condition of Participation, the General Rules, the guidelines, fire safety regulations and/or who does not comply with directions given by the Organizer:

- Exclude from participation, whereby payments made by Participant will be refunded after deduction of expenses already incurred by the Organiser.
- Refuse admission to the Exhibition and the Exhibition building with immediate effect;
- Have their stand closed and/or cleared;
- Keep possession of the goods displayed and of anything built or fitted by Participant, without the Participant asserting a right to any refund or damages.

**EXCERPT FROM THE GENERAL RULES** for participation in fairs and exhibitions organized by or in co-operation with the venue.

5.c. If a Participant has not paid the amounts due from him within the periods stipulated, the Organisers will be entitled, without prejudice to their claim for full payment of the amounts, not to proceed to the allocation of stand space for the Participant, to withdraw an allocation of stand space already made and/or not to make any stand space available.

5.e. The cost of construction and fitting-out of stands, of the installation at the stands of electric wiring, connections for gas, water drainage and telephone, the use of electric power, gas and water, together with the cost of telephone calls and all other additional costs will be charged to the Participant unless otherwise stipulated in the **Conditions of Participation**. These charges shall be paid by the Participant within 14 days after the date on the relevant invoice.

6.b. If, 18 hours before the time at which the Exhibition is opened to the public, a Participant has not taken possession of the stand space allocated to him or if it has been definitely established before that time that the Participant will not avail himself of the space allocated to him and/or if he has failed to fulfil his financial obligations with regards to the Exhibition, the Organisers may dispose of the relevant stand space without any additional summons or notice of default, without the Organisers having to refund payments already received and without the Participant as a consequence being discharged from his obligation to pay the amounts due.

7.b. Any goods belonging to Participants and any stand components still remaining on the premises of the Exhibition building or on the adjacent grounds after expiry of the period referred to in the **Conditions of Participation** may be stored at the expense and risk of the Participant concerned.

7.c. At the end of the Exhibition the Participants shall leave the stand space allocated to them in the same condition as it was when it was made available to them before the commencement of the period of construction.

7.d.If a Participant has failed to meet his obligations towards the Organisers in respect of the Exhibition, the Organisers may:

1. with a view to promoting payment of outstanding debts, without recourse to a court of law, take possession of any goods belonging to the defaulting Participant that may be present in the Exhibition building or have them stored at the expense and risk of the Participant concerned. The Participant hereby authorises Organiser to take possession of all goods belonging to the Participant in the Exhibition building as security for the payment obligations of the Participant to the Organiser hereunder;

**2. delegate the collection of the amounts owed by the Participant to a third party and charge to the Participant any extrajudicial costs incurred according to standard rates, with a minimum of INR16,500, exclusive of applicable taxes;**

**3. charge interest at a rate of SBI PLR + 5 % over the amounts due from the due date of the invoice.**

**9. WITHOUT PREVIOUS WRITTEN CONSENT** from or on behalf of the Organisers, the Participant will not be permitted:

a. to leave his stand closed or unattended during the hours that the Exhibition is open to the public, to cover the goods displayed –or part of them- or to mark these goods as having been sold;

e. to change or substitute, or cause to be changed or substituted, parts and accessories of exhibited goods within the Exhibition building or on the adjacent grounds;

f. to remove any goods from his stand during the Exhibition;

g. to erect platforms or other raised structures on his stand, or to construct separate rooms such as offices or provide these with ceilings or any other form of capping;

h. to place or install displayed goods and/or publicity material of any nature outside or above his stand space;

i. to make use of the walls of adjacent stands;

k. to bring any kind of food and/or drink into the Exhibition building, or to have them brought into the building, unless said food and/or drink has been obtained from the catering services authorized by the Organiser ("Official Catering Services"); to sell refreshments and/or stimulants within the Exhibition building or on the adjacent grounds; to provide food and/or drink free of charge within the Exhibition building or on the adjacent grounds unless such food and/or drink is distributed from the Participant's stand and has been obtained from the Official Catering Services;

i. to project images, to amplify the spoken word by means of loudspeakers, broadcast music and/or produce any noise, in such a way that any of these might constitute a nuisance, or to erect television sets or mobile merchandise other than those specified in the Conditions of Participation;

a. to use open, flowing, sprayed and/or atomised water at or in the vicinity of the stands during the Exhibition; such water may occur, for example, in stand-alone air-conditioning systems, fountains, high-pressure cleaning systems, humidifiers, shower equipment, saunas and/or whirlpools.

The Organiser allows the functional use of "open water" under certain regulations. The water used in this case must originate from the water source provided by the official supplier and must be provided with a "Legionnaire free" certificate approved by the Organiser.

The Organiser maintains the right to request a water controlling authority to enforce the rules and regulations related to the use of water during the Exhibition. The costs hereof will be charged to the Participant.

Requests for the use of water are to be made by using the appropriate reply card in writing to the Organisers. The request must be provided with a clear description of how the water will be used.

10.d. To have any goods on the stand which, due to their offensive smell or in any other way, cause a nuisance, or to operate or keep any device that produces objectionable noise or light effects;

15. The Organisers shall have the right to decide on all matters for which these rules, the Conditions of Participation and the on-line Participant manual make no provision or are obscure.

The complete text of the General Rules can at all times be obtained free of charge from the Organisers.

Authorized Signature

Date:

Name

Stamp:

Organiser's Representative's Signature

Date:

Name:

Stamp: