



**FORM 1**

**APPLICATION FOR PARTICIPATION**



**Confederation of Indian Industry**  
Since 1895

CII MEMBERSHIP NO .....

Company/Organization:.....

Address.....

Fax..... Mobile (Contact Executive)..... Phone.....

Email:..... website .....

Chief Executive..... Designation: .....

Contact Executive..... Designation: .....

Delhi Contact..... Designation.....

Phone..... Mobile..... Email.....

Participation at (Please tick the appropriate box)

- IETF GLOBAL 2011     
  MANUFACTURING 2011     
  WATER INDIA 2011     
  Others  
 SWM 2011     
  ENERGY & ENVIRONMENT 2011     
  PARTMART & AUTOCARE 2011

**IETF 2011 PARTICIPATION CHARGES**

Space Category	CII Member Co. RS.	Non Member (Rates are Per Sqms)	Overseas US\$	SPACE REQUIRED	Amount (Rs.)
A) Indoor Raw Space (Min 36 Sqms)	6000	6500	240	Area.....x ..... Per Sq Mts	_____
B) Outdoor Raw Space (Min 36 Sqms)	4000	4500	150	Area.....x..... Per Sq Mts	_____
C) Built Up Space (Min 12 Sqms)	7500	8000	260	Area.....x ..... Per Sq Mts	_____
D) Built Up Space(SSl) (Min 9 Sqms)	6000	6500		Area.....x ..... Per Sq Mts	_____
<b>ELECTRICITY CHARGES:</b>	<b>DOMESTIC</b>	<b>OVERSEAS</b>		<b>ELECTRICITY REQUIRED</b>	
INDOOR & OUTDOOR (Rate Per KW)	RS. 3000	US\$ 80		_____KW X Rs. 3000/US\$ 80 PER KW	_____
BUILT UP SPACE (Rate Per Sq Mts)	RS. 300/=	US\$ 10		_____SQMS X Rs. 300/ US\$10 PER SQMS	_____
CATALOGUE ADVERTISEMENT (Optional) As per details on reverse					
TAN NO _____				Service Tax 10%	_____
PAN NO _____				Education Cess 3% on Service tax	_____
<b>GRAND TOTAL</b>					_____

**PRODUCTS ON DISPLAY**

**GROUP COMPANIES**

1. ....	1. ....
2. ....	2. ....
3. ....	3. ....
4. ....	4. ....
5. ....	5. ....

We have read the Rules & Regulations for participation in the exhibition (overleaf) and abide by the same

Cheque No / Remittance .....Amount (Rs/US\$).....Date.....

Name & Designation .....

Signature.....Date.....

COMPANY SEAL

# IETF 2011

## EXHIBITORS RULES & REGULATIONS

**1 MAIL TO: Mr. Roy Jacob / Mr. J Shankar**

Director – Trade Fairs  
Confederation of Indian Industry, 249 F Udyog Vihar  
Sector 18, Phase IV, Gurgaon 122 015 (Haryana)  
Tel: 0124 4014060 - 67, Fax: 0124 4014080 & 4014057  
Email: roy.jacob@cii.in; j.shankar@cii.in  
Website: www.ietfindia.in

**2 VENUE:** Pragati Maidan, New Delhi.

**3 EXHIBITION TIMINGS**

<b>BUSINESS VISITORS</b>	<b>1000 – 1500 hrs</b>
<b>GENERAL VISITORS</b>	<b>1500 – 1800 hrs</b>

**4 EXHIBITOR:** Any Company / Organization Participating in IETF 2011 and / or the focused business fairs shown on the obverse.

**5 EXHIBITOR ELIGIBILITY:** Members of CII, Non Members, and CII's affiliated associations promoting the interests of Indian Industry, displaying engineering and non-engineering products, research and technical engineering and manufactured goods, machinery and products and services currently manufactured or handled as distributor. Organiser reserves the right of participation

**6 CHARGES OF PARTICIPATION : (GIVEN OVERLEAF)**

**7 SPACE TYPE AND BASIC CONDITIONS FOR PARTICIPATION**

- a) Raw (Bare) Space: The Organizer will provide only raw space and the exhibitor should apply for all other requirements including electricity
- b) Built Up Space: The Organizer will provide built-up modular stall and each 12 sqm stall will have Fascia, Carpeting, 4 Spot lights, 1 Lockable Cabinet, 1 Reception Table, 3 Chairs, 1 Waste Paper Basket, General Security and Conservancy

**8 PAYMENT SCHEDULES (ALONG WITH APPLICATION FORM 1)**

- ◆ 50% Advance Payment till 30<sup>th</sup> September 2010 and Balance payment by 31<sup>st</sup> December 2010
- ◆ 100% payment from 1<sup>st</sup> October 2010
- ◆ **Note: Space possession is subject to clearance of all payments**

**Notes**

- a The prospective Exhibitor must apply on the Application for Participation – Form 1 – for participation in IETF 2011 and/ or any one or more of the focused business fairs shown on the obverse indicating requirement for built up and/or raw space. Allotment will be on "first – come – first – served" basis strictly subject to receipt of payments.
- b Application for space, both indoor and outdoor, may be made in combinations/ multiples of contiguous plots/ booths. For a combination of continuous, furnished indoor standard booths allotted, provision of partitions within the area would be optional.
- c Rental includes passes for exhibitor staff manning stands during the Fair and one free entry in the Fair Catalogue.
- d Wherever Indoor or Outdoor Raw Space is allocated, the exhibitor will have to erect their stand at their own cost in line with "The Rules and Guidelines for Design and Construction of Stand" for IETF 2011
- e The Organizer reserves the rights to reallocate space, change the layout, add or delete corridors in Space Plans, which may affect some exhibitors, stand orientations. The Organizer's decision shall be final.
- f The Organizer reserves the right to turn down the application for participation, or even deny participation to exhibitors already confirmed. The Exhibitor shall not organize any concurrent shows outside of IETF 2011 in New Delhi during the IETF 2011
- g If any one or more of the exhibits displayed is imported, the dollar rate will be charged proportionate to the number of exhibits in stand.
- h The Company / Organization participating in IETF and/ or the focused business fairs shown on the obverse enters into a contract upon submission of this document. The Company (Proposed Exhibitor) agrees to participate at IETF 2011 and/or any of the focused business fairs, and to abide by the rules and regulations & byelaws, handed out by CII to the company, before the exhibition.
- i Upon any breach of contract by the company (proposed EXHIBITOR), the company is liable to pay the space rentals in full to the Organizer.

**7 ELECTRICITY:** Available at 230V ±10% Single Phase and 400 V ±10%. Three Phase A.C. 50 Cycles. **Charges:** Built-up Space @ Rs.300 / US\$ 10 per sqm and additional requirement @3000 per kW / US\$ 80 per KW: Raw Space @ Rs. 3,000 per kW/US\$ 80 per KW – Exhibitors must give their power requirements in kW, in writing. All these rates are subject to revision. Exhibitors requiring lighting / power to demonstrate machinery would need to apply with full details latest by 31<sup>st</sup> December 2010 (or immediately, if application is sent after this date). The Organizer will provide general lighting in indoor & open areas. Electricity will be provided at a suitable point near exhibitor's stand. Internal distributions to be completed by exhibitors at their own cost, only through a licensed contractor. **(Rates are Subject to Change).**

**8 APPROVAL FOR DESIGN OF STAND:** The Stand Design drawings along with to-scale mock-ups, complete with details of exhibits, electricity, water, telephone and other installation, in 4 copies, should be submitted for Organizer's approval, latest by December 31<sup>st</sup> 2010. The exhibitor shall be bound by the changes / modifications advised by the fair architect. In case of non-receipt of stand drawings by January 31<sup>st</sup> 2011, the Organizer is at liberty to allot the stand to another exhibitor. The Exhibitor is liable to pay for the space rentals in full to the Organizer.

**8A CANCELLATION:** If the Exhibitor withdraws from this contract after having concluded the said contract, the exhibitors hereby agrees to indemnify the Organizer for the losses. Upon cancellation of the booking, the following criteria will be applied for forfeiture of space rental.

**Till 30<sup>th</sup> September 2010 : 50% of the Total Space Rental**  
**From 1<sup>st</sup> October till January 15 2011 : 75% of the Total Space Rental**  
**From 16<sup>th</sup> January 2011 : 100% Space Rental**

**9 DAMAGES:** Exhibitor will be required to make payment for all damages or make good all damages to the fair ground facilities / building etc. incurred during setting up / fair period and / or dismantling period.

**10 SALE OF EXHIBITS:** No sale of Exhibits is allowed during the fair period.

**11 REMOVAL OF ANY EXHIBIT:** During the fair period is prohibited. All Exhibits to be removed by **0800 hrs on 13.12.2011** after the closure of the exhibition at **1800 hrs on 12.02.2011**. Organiser will not be responsible if Exhibitors fail to comply with this deadline

**12 HANDLING OF EXHIBITS CUSTOMS AND IMPORT PROCEDURES:** The ORGANISER will appoint official clearing and freight forwarding agencies for IETF 2011 & the focused business fairs that will assist in handling and completing customs formalities, if required. Exhibitors would have to contact them directly for such assistance. Movement of exhibits in the Exhibition Halls by agencies other than the official clearing and forwarding agents are strictly prohibited.

**13 DUTY FREE TEMPORARY IMPORTATION OF EXHIBITS:** This facility is extended only to overseas exhibitors in IETF 2011 and/ or the focused business fairs who have registered by remitting space rental in foreign exchange

**17 BUYERS GUIDE/ EXHIBITOR CATALOGUE:** All Exhibitors will get a **free entry** in the IETF 2011 and focused business fairs catalogue.

**18 POSSESSION OF STANDS**

- A) Raw Space Possession: **1000 hrs on 7<sup>th</sup> February 2011**
- B) Built Up Possession: **1000 hrs on 9<sup>th</sup> February 2011**

**19 STAND COMPLETION:** By **1800 Hrs on 9<sup>th</sup> February 2011** with all exhibits in position

**20 ADVERTISEMENT IN THE EXHIBITOR CATALOGUE:**

The rates for advertisement in the exhibition catalogue are given below:

<b>Black and White Full Page</b>	<b>Rs. 15000</b>	<b>US\$ 400</b>
<b>4 Colour Full Page</b>	<b>Rs. 30,000</b>	<b>US\$ 800</b>
<b>Back Cover</b>	<b>Rs. 1,00,000</b>	<b>US\$ 2500</b>
<b>Inside Front Cover</b>	<b>Rs. 70,000</b>	<b>US\$ 1800</b>
<b>Inside Back Cover</b>	<b>Rs. 50,000</b>	<b>US\$ 1300</b>
<b>Book Mark</b>	<b>Rs. 80,000</b>	<b>US\$ 2000</b>
<b>Double Spread</b>	<b>Rs. 55,000</b>	<b>US\$ 1400</b>
<b>Facing Inside Back Cover</b>	<b>Rs. 40,000</b>	<b>US\$ 1000</b>

**21 INSURANCE:** Against all ascertainable risks – from **transportation to display and removal** - should be done by the exhibitors at their cost. Organizer will in no way be responsible.

**22 PHOTOGRAPHY:** The Organizer reserves the right to **photograph / video shoot** any stand/ exhibit for their use.

**23 SETTLEMENT OF DUES:** Any and all expenses chargeable to an exhibitor must be settled before the close of the fair to ensure **smooth removal** of goods from the fair site.

**24 DISPUTE RESOLUTION AND GOVERNING LAW :** All unresolved matters questions, dispute or differences whatsoever arising between the exhibitor and organizers shall be settled by arbitration in accordance with the rules of arbitration and conciliation Act 1996. The arbitration proceedings shall be conducted in the English Language in New Delhi, India.

**25 FORCE MAJEURE:** If the exhibition is abandoned, cancelled or suspended in whole or in part by reasons or war, fire, national emergency, labour dispute. Non-availability of exhibition premises or any of the clause not within the control of the organisers, the organisers may, at their own discretion repay the rental paid by the exhibitor, or part thereof, but shall be under no obligation to repay or part of such rental and shall be under no liability in respect of any action, claim for losses.

**26 ORGANISER:** Confederation of Indian Industry  
Trade Fairs Division  
Plot No. 249 F Udyog Vihar, Phase IV,  
Sector 18, Gurgaon 122 015 (Haryana)  
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