

# SPACE APPLICATION FORM

Please email duly filled copy of this form to –  
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**CII**  
**IIAREE 2025**  
**5<sup>TH</sup> India Industrial Automation Robotics and Electronics Expo**  
 EFFICIENCY, RELIABILITY AND ACCURACY



20-22 February 2025, Pragati Maidan, New Delhi

## Exhibitor Details:

Company/Organization:.....  
 Address:.....  
 City:..... Pin:..... State:.....Country:.....  
 GST No.: .....IEC Code:.....HS Code.....PAN.....  
 Website: .....Land line No.....  
 Chief Executive:..... Designation:.....  
 E-mail: ..... Mobile: .....  
 Contact Executive:..... Designation:.....  
 E-mail: ..... Mobile: .....

## SPACE AND PAYMENT DETAILS

(A) TYPE OF SPACE	CII Member Rate	Non-Member Rate	Overseas Participation	Space Requirement (SQM)	AMOUNT (INR/ US\$)
	(INR Per SQM)	(INR Per SQM)	(USD Per SQM)		
Raw Space (Min 36 Sqms) *	10000	10500	NA		
Built Up Space (Min 9 Sqms) *	11000	11500	NA		
SSI Built Up Space (Min – 12 SQM) Please share copy of Udyam	9000	9500			

(A) SPACE RENTAL

\*Booth space will be provided on first-come, first-served basis as per sqm availability.

(B) ELECTRICITY	Domestic (INR)	Overseas (US\$)	AMOUNT (INR/ US\$)
Raw Space	4000 per KW	80 per KW	
ELECTRICITY CHARGES			
+ (B) NET RENTAL			
GST (18%)			
GROSS			

EXHIBIT DETAILS: (Products/ Services to be displayed/ manufactured)	The following Group companies would also be representing our stand:
1.	1.
2.	2.
3.	3.

Enclosed is the Demand Draft / at par Cheque for ..... or RTGS details towards payment of rental and other charges in favor of CONFEDERATION OF INDIAN INDUSTRY, New Delhi.

Name: ..... Designation: ..... Company Seal:  
 Signature: ..... Date: .....

## GENERAL RULES FOR EXHIBITORS

**1. ORGANISER:**

Confederation of Indian Industry, Trade Fair Division, 249 F Udyog Vihar, Phase IV, Sector 18, Gurgaon 122015 (Haryana), India

**2. VENUE:** Pragati Maidan, Mathura Road, New Delhi, India

**3. EXHIBITION TIMINGS:**

BUSINESS VISITORS                      **1000 hrs - 1800 hrs**

**4. EXHIBITOR:** Any Company / Organization participating in India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025).

**5. EXHIBITOR ELIGIBILITY:** Members of CII and its affiliated associations, non-members and overseas companies/ organizations promoting the interests of India Industrial Automation & Robotics Expo (IIAREE 2023).

**6. APPLICATION:** This application form is only valid in conjunction with a down-payment of 30% of the participation fee upon receipt of the corresponding invoice.

**7. CO-EXHIBITORS & ADDITIONALLY REPRESENTED COMPANIES:** Permission fee INR 15,500 + GST for each co-exhibitor or additionally represented company admitted.

**8. SPACE RENTALS – As per Application Form**

\*Built up space includes Fascia, Carpeted Floor, 3 Spotlights, 1 Table, 2 Chairs, 1 Power Socket, 1 Waste Basket for every 12 sqms. However, for any additional electricity consumption or requirements, charges are to be paid extra @ INR 4000 per KW.

**PAYMENT SCHEDULES.**

30% payment on signing SPACE EXHIBIT CONTRACT, 30% by 1<sup>st</sup> September 2024. Balance 40% by 16<sup>th</sup> December 2024.

**Notes**

- a The prospective Exhibitor must apply on the SPACE EXHIBIT CONTRACT in India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025) indicating requirement for built up/raw space. Allotment will be on "first-come- -first-served" basis strictly subject to availability of space and on receipt of payments
- b SPACE EXHIBIT CONTRACT may be made in combinations/ multiples of contiguous plots/booths. For a combination of contiguous, 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 Exhibitor Catalogue
- d Wherever Indoor Raw Space is allocated, the exhibitor will have to erect their stand at their own cost in line with "Rules and Guidelines for Design and Construction of Stand" for India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025)
- 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 SPACE EXHIBIT CONTRACT, or even deny participation to exhibitors already confirmed. The Exhibitor shall not organize any concurrent shows outside of India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025) in New Delhi
- g The Exhibitor company/Organization participating in India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025) enters a contract upon submission of this document. The Company (Proposed Exhibitor) agrees to participate at India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025) and abide by the rules and regulations of India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025) & byelaws, handed out by CII to the company, before the exhibition.
- h Upon any breach of contract by the company (proposed EXHIBITOR), the company is liable to pay the space rentals in full to the Organizer

**Remittance details:**

Account number	52205035775
Bank name	Standard Chartered Bank
Address	23 Barakhamba Road, Narain Manzil New Delhi -110001, India
SWIFT code	SCBLINBB DEL
IBAN no for GBP	GB42SCBL60910451997017
IBAN for EUR	DE18512305000018506203 ABA NUMBER (USD) – 026002561
IFSC Code	SCBL 0036020 (for Domestic Remittances)
SWIFT Code of SCB London	609104
Beneficiary	CONFEDERATION OF INDIAN INDUSTRY
Beneficiary Address	23, Institutional Area, Lodhi Road, New Delhi-110003

**ELECTRICITY:** Available at 230V ±10% Single Phase and 400 V ±10%. Three Phase A.C. 50 Cycles. Charges: for Built-up Space are included in the Built-Up booth. Electricity, lighting only, will be provided as part of the rentals and any additional power requirement (B/Up & Raw Space) will be charged @ INR 4000 per kw. Exhibitors must give their power requirements in kW, in writing. All these rates are subject to revision (Depending on Govt. rules). Exhibitors requiring lighting/power to demonstrate machinery would need to apply with full details latest by 31<sup>st</sup> December 2022 (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.

DATES	CANCELLATION CHARGES
31-08-2024	50% of the Total Space Rental
31-10-2024	75% of the Total Space Rental
After 30-11-2024	100% Space Rental

**9. 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.

**10. 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 10 Jan 2025. The exhibitor shall be bound by the changes/modifications advised by the fair architect. In case of non-receipt of stand drawings by 20 Jan 2025, the Organizer is at liberty to allot the stand to another exhibitor. In such an event, the Exhibitor is liable to pay for the space rentals in full to the Organizer.

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

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

**13. REMOVAL OF ANY EXHIBIT:** During the fair period is prohibited. Exhibits to be removed after 1800 hrs onwards on closure of the show on 22nd February 2025 and to vacate the stands by 0600 hrs of 23rd February 2025. Organizer will not be responsible if Exhibitors fail to comply with this date.

**14. HANDLING OF EXHIBITS ON CUSTOMS AND IMPORT PROCEDURES:** The ORGANISER will appoint official clearing and freight forwarding agencies for India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025), who will assist in handling and completing customs formalities on payment, 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

**15. DUTY FREE TEMPORARY IMPORTATION OF EXHIBITS:** This facility is extended only to overseas exhibitors in India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025). A certificate will be issued to exhibitors registered by remitting space rental in foreign exchange by the organizer to facilitate this.

**MEZZANIANE FLOOR:** Exhibitors applying for area of 100 sqm and above may be permitted for construction of Mezzanine floor (at the maximum ratio of 20% of the stand area) on payment of additional space rent and on the specified conditions. Mezzanine floor will be charged at 50% of the basic space rentals for the area used.

**16. BUYERS GUIDE/ EXHIBITOR CATALOGUE ENTRY:** All Exhibitors will get a free entry in the India Industrial Automation, Robotics & Electronics Expo (IIAREE 2025) Catalogue.

**17. POSSESSION OF STANDS**

A) Raw Space Possession : 18<sup>th</sup> February 2025- 1000 hrs

B) Built Up Stand Possession : 19<sup>th</sup> February 2025 -1000 hrs

**18. STAND COMPLETION:** By 1800 Hrs on 19<sup>th</sup> February 2025 with all exhibits in position.

**20. 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.

**21. PHOTOGRAPHY/VIDEO:** The Organizer reserves the right to photograph/ video shooting of any stand/ exhibit for their use.

**22. SETTLEMENT OF DUES:** Any and all expenses chargeable to an exhibitor must be settled before taking possession of the stand to ensure smooth facilitation removal of goods from the fair site.

**23. 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 English Language in New Delhi, India. The arbitration agreement referred to in this paragraph shall be solely and exclusively governed by the laws of India.

**24. FORCE MAJEURE:** If the exhibition is abandoned, cancelled or suspended in whole or in part by reason of war, fire, national emergency, labor dispute, the non-availability of exhibition premises or any other cause not within the control of the organizer, the organizer may, at their entire discretion, repay the rental paid by the Exhibitor, or part

**Name:**

**Designation:**

**Date:**

**Signature & Company Seal:**