

# BOOKING REQUISITION FORM

Please read the Rules & Regulations printed overleaf before filling the form

# INDIATEX 2013

## Textile Exhibition - Fibre to Fashion

18, 19 & 20<sup>th</sup> October 2013

VIA Ground, Vapi Industries Association, Plot No.135, GIDC, Vapi – 369 195 (Gujarat)

BOOKING REQUISITION FORM

Name of the Firm \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Contact Person \_\_\_\_\_  
Designation \_\_\_\_\_  
Tel No. \_\_\_\_\_ Fax: \_\_\_\_\_  
Mobile \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Website: \_\_\_\_\_

### STALL PARTICULAR

Dome No.: \_\_\_\_\_ Stall No. \_\_\_\_\_  
Amount \_\_\_\_\_

### PAYMENT SCHEDULE

50% at the time of booking and balance by 8th Oct'2013.

### PAYMENT DETAILS

Cheque at par /DD No. \_\_\_\_\_ Date \_\_\_\_\_  
Drawn on \_\_\_\_\_  
for Rs. \_\_\_\_\_

Payment in favour of  
**"The Textile Association (India), Mumbai Unit"**

Name on Facia \_\_\_\_\_  
\_\_\_\_\_

STALL SIZE	AMOUNT
3 X 3 Mtrs.	Rs.49,500.00
6 X 6 Mtrs.	Rs.1,98,000.00

Two side open stall - 15% extra.  
Three side open stall - 20% extra.  
Service tax & other statutory levies, if any, shall be extra.

Payment in favour of  
**"The Textile Association (India), Mumbai Unit"**

Event Organised by:



**MUMBAI UNIT**

**The Textile Association (India)**  
Mumbai Unit

Event Managed by:



### OTHER REQUIREMENTS

Power in KVA per KVA	Rs.3000.00	Plug 15Amp	Rs.500.00
Plug 5Amp.	Rs.400.00	Wooden Platform	Rs.100.00/Sq.ft.
Spot Light	Rs.500.00	Laminated Table	Rs.750.00
PVC Chair	Rs.150.00	Glass Round Table	Rs.2500.00
Bar Stool	Rs.1200.00		
Platform	Rs.100.00 per Sq.ft.		
Qualified Attendant-Male	Rs.1000.00 per Day		

### BUSINESS PROFILE / PRODUCT DETAILS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Signature with stamp of the firm)

(I have read the terms and conditions overleaf  
and agree to abide by there same.)

### FOR OFFICE USE ONLY

Date \_\_\_\_\_ Ref. \_\_\_\_\_

Name \_\_\_\_\_

## RULES AND REGULATIONS

- **Rights:** The Organizers reserve all rights in connection with IndiaTex 2013. The organizers has the right to make any decision related to cases not provided for in these regulations.
- **Terms of References:** In these Rules and Regulations, the term 'Exhibitor' shall include all employees, staff and agents of any company, partnership firm or individual to whom space has been allocated for the purpose of participating. The term 'Organizers' shall mean the Managing Committee of The Textile Association (India), Mumbai Unit.
- **Booth Confirmation:** A booth would be deemed confirmed, upon the Exhibitor submitting the registration form duly signed along with the business profile and product details and realization of payment there against.
- **Booth Allocation:** The Organizers reserve absolute right for the final booth allocation, and may offer alternate booth of equivalent size to confirmed exhibitors. Exhibitor's request for specific locations will be considered, but cannot be binding or conditional for their participation, once they fill in Registration Form.
- **Default on Payment:** The Organizers reserve the right to cancel any reservation of space in the event of an Exhibitor not having paid the dues of the booth charges within specified period. Payment already received will be forfeited in such cases.
- **Change of Booth:** A booth once booked by the Exhibitor cannot be changed without prior written consent of the organisers.
- **Cancellation:** The exhibitor withdraws / cancels participation before 1<sup>st</sup> October 2013, the initial payment will be refunded after deducting 25% of the total dues towards administrative expenses. If the exhibitor cancels the participation after 1<sup>st</sup> October 2013, the entire payment received will be forfeited.
- **Damage to the Exhibition Area:** The exhibitor are solely responsible for any bodily harm to person staff/agents/organizers/other exhibitors /visitor and damage to property of organizer and other exhibitors caused by himself or his agents during transportation, installation, exhibition and dismantling.
- **Insurance:** Organizers shall are not responsible for any loss whatsoever incurred by the exhibitors. They should obtain insurance coverage for them against all risks and for periods covering preparation, setting up, mounting and return transit.
- **Consequential Loss:** In case of the Exhibition being cancelled or suspended or deferred in whole or in part, for causes not in the Organizers' control, the Organizers do not accept any consequential liability in any eventuality.
- **Business Volume:** The organizers don't guarantee any volume of business to any exhibitor; nor are in any exhibitor's booth.
- **Booth Alteration:**
  - a. No alteration in size of an Exhibitor's booth is permitted without the prior written approval of the Organizers.
  - b. The Organizers reserve the right to modify the layouts of the booth sites and gangways, and allot alternate stand.
  - c. In case the actual size of a booth is less than booked space, the Organizers will be liable to a refund cost of the discrepancy in space in rounded metres, but would not be liable for any consequences, thereof.
  - d. In the event of an Exhibitor's display causing inconvenience to other Exhibitors, the Organizers reserve the right to ask for the required alterations.
  - f. No fixings should be made to the flush plywood of the Shell Scheme. Damaging them in anyway, alterations in the fascia structure or the format are not permitted. Any attempt to do this will involve the restoration of the original structure at the expenses of the Exhibitor or his/her agent.
  - g. Neither are the booth displays allowed to overhang the allotted area, nor are any obstructions permitted near gangways, fire points, extinguishers and emergency exits.
  - h. Designers are particularly requested to avoid designs which may block or box in on other Exhibitors' booths or the aisles.
- **Technical Guidelines for Booth Interiors:** Exhibitors using bare space are to submit design to the organizer and obtain approval in writing. Three copies of the plans with front/sides elevations, special features of the display and electrical plan etc. to be submitted one month before the exhibition and one copy will be returned to the exhibitors duly approved. Exhibitors are required to comply with instructions issued by organizer regarding schedule for setting up and dismantling stalls. Exhibitors displaying heavy equipment must inform the organizer at least 15 days prior to commencing the event. While the Exhibitors are free to decorate their stands to the best of their ability for projecting the right image of their products and company, they should take care not to cause any damage to the walls, panels and floors by use of nails, painting or any other such activity.
- **Overall Height of Display:** Normal height of stand shall be 2.5mtrs. If exhibitors require height more than 2.5mtrs prior written permission of organizer may be required after submitting appropriate plan. Height of display stand in the central areas of the exhibition hall/island location may be restricted to 1.5mtrs, for clear overall view of the display in the hall to the visitors.
- **Equipment Interference:** No equipment which emits excessive noise or causes electrical interference or any other annoyance can be operated. In this matter, the decision of the Organizers shall be final.
- **Audio Visual Presentation:** It is appreciated that audio visual presentations are an important part of IndiaTex 2013. However, the Organizers expect Exhibitors to exercise discretion and show courtesy towards fellow Exhibitors.
- **Space not Occupied:**
  - a. Every Exhibitor shall occupy and man the full area booked by him for the entire duration of the tradeshow.
  - b. Should an Exhibitor fail to take up the booth allocated to him, the Organizers reserve the right to use the booth so unoccupied, as they think fit and the Exhibitor shall not have any claims in this regard.
- **No Sub - letting:** Sub letting of the stall is prohibited. Exhibitor may, however, share stall with co-exhibitors only after obtaining written permission from the organizer. Exhibitors are not allowed to share the stall with their overseas principals/collaborators and may register them as co-exhibitors with prior written permission of the organizer and payment of payment of requisite charges.
- Exhibitors may only display in their booths their products as listed in the application form and accepted by the organizer. Exhibitors must not engage in advertising of non-exhibiting companies.
- Collections must be presented inside the booths. Distribution of leaflets or samples outside the booths is strictly prohibited.
- **Promotion by Exhibitors:** In all communication inviting patrons to visit their booth, Exhibitors must specify clearly that registration is a must for entry to IndiaTex 2013. If this is not the case, the Organizers reserve right to allow them entry at the cost of the Exhibitors.
- **Hoardings/Banners:** No hoardings, banners etc. will be allowed at the venue or on the roads in the vicinity unless the design, specification, location and installation have been approved by the Organizers in writing. In case it is not, such unauthorized display is liable to be removed by the Organizers without notice at the exhibitor's cost.
- **Security:** Although a 24 hour hall security will be in operation throughout the Exhibition period, Exhibitors should take all possible precautions to prevent loss or damage to their equipment, merchandise, display etc.
- **Exhibit Possession/Removals:**
  - a. Exhibitors - Raw Space & Shell Scheme possession at 9 a.m. on 17.10.2013. b. Exhibits must be removed from the booth before 9 a.m. of 21 October 2013.
  - c. Should an Exhibitor fail to vacate his booth, space or premises by the time specified above he/she shall be liable to pay any charge or cost incurred by the Organizers as a result of thereof.
- **Exit Permit:** No material/exhibit shall be allowed to be taken out of the hall before 6.30 p.m. on 20.10.2013 and without valid exit permit obtained from the officer authorized by the Organizers.
- **Shell Scheme booth sizes:** The size of Shell Scheme booth is calculated to the nearest sq. mts. (rounded up or down) and cost is based on this size.
- **Electrical Installations:** All outside electrical installations must be carried out by the officially appointed electrical contractors before connection to the main supply. Exhibitors will be responsible for safeguarding their equipment against any voltage fluctuations and/or power failure and the Organizers will not be liable for any consequences thereof.
- **Fascia:** Only one fascia board per booth will be provided. Shell scheme exhibitors are not allowed to change the standard fascia as part of the display. The information provided in the registration form will be used for fascia board at your stand and in the official show directory.
- **Failure of Service:** The Organizers will endeavour to ensure that the services of the suppliers are provided. However, neither they nor the suppliers shall be liable to the Exhibitors for any loss or damage, should any such service wholly or partially fail or cease to be available. Also the Exhibitors shall not be entitled to any concession in respect of the stand charges due or paid under the contract.
- **Right to Enter the Exhibition:** The Organizers, venue officials and those authorized by them have the right to enter the Exhibition premises at any time to execute work, repairs and alterations and for other purposes.
- **General Lien:** All exhibits are subject to general lien in favour of the Organizers for all sums, whether for unpaid stand charges or otherwise, due from an Exhibitor to the Organizers.
- **Right of Entry to Visitor:** The Organizers reserve the right of admission to visitors and may prescribe registration procedure and recover registration charges/secretarial costs from the visitors. Organizers' decision in this matter would be final.
- **Verbal Agreement:** Any verbal agreement concerning any aspect of the contract or the exhibition is not valid unless confirmed in writing.
- **Jurisdiction:** Any dispute between the Organizers and an Exhibitor is subject to the jurisdiction of the Courts of Mumbai (India) only.