

Application Form For Space Booking

Exhibiting Company's Name _____

Contact: Mr/Ms. _____ Address: _____

_____ City _____

Pin Code _____ Country: _____

Tel: (with Country & Area Codes) _____ Cell Phone _____

Fax _____ E-mail: _____ Website _____

Space Requirement Particulars

Booth Size _____ No. Of Booths _____

Booth Stall Preferences 1. _____ 2. _____ 3. _____

Booth Cost Particulars		Unit	Rate Per Unit - India	Rate Per Unit-Foreign	Amount
Shell Scheme or Built-up Booth	Area	<input type="text"/> Sq. Mtr.	Rs. 7500.00/Sq. Mtr.	US\$ 250.00/Sq. Mtr.	<input type="text"/>
				Service Tax @ 10.30%	<input type="text"/>
				Total Amount	<input type="text"/>
Bare Space only	Area	<input type="text"/> Sq. Mtr.	Rs. 7000.00/Sq. Mtr.	US\$ 225.00/Sq. Mtr.	<input type="text"/>
				Service Tax @ 10.30%	<input type="text"/>
				Total Amount	<input type="text"/>

* Service Tax @ 10.30% extra as per the Govt. Of India Norms

Payment Schedules: Advance Payment - 50% along with this application. Balance payment - 50% due on or before December 31st, 2009.

Advance/Full payments particulars

We enclose DD/Cheque payable to "Virgo Communications & Exhibitions (P) Ltd." as participation fee.

DD/Cheque No. _____ dated _____ for Rs. _____ (Amount in words _____) drawn on (Banker's Name) _____

_____ towards our advance (Min. 50%)/Full payment for the Booth No. _____ measuring _____

Name _____ Designation _____

Date: _____ Stamp & Signature: _____

* Service Tax @ 10.30% extra as per the Govt. Of India Norms

Payment by Bank Transfer: Indian Exhibitors making payments by telegraphic bank transfer should arrange payment direct to our Bankers - HDFC Bank Ltd., Golden Tower, Airport Road, Kodihali, Bangalore - 560017, India with instructions to be credited to "Virgo Communications & Exhibitions (P) Ltd. - A/c No. 00752320001343.

Payment by DD/Cheque: Indian exhibitors making payments by DD/Cheque should make the same in favour of "Virgo Communications & Exhibitions (P) Ltd.", Payable at Bangalore.

Please maintain a copy of this form for your records

RULES & REGULATIONS

Right: The Organizers reserve all rights in connection with International Elevator & Escalator Expo 2010 (IEE Expo 2010).

TERMS OF REFERENCE: In these Rules and Regulations, the term “Exhibitor” shall include the management team, 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 “Exhibition” shall mean the exhibition known as International Elevator & Escalator Expo 2010 (IEE Expo 2010)

THE ORGANIZERS shall mean “Virgo Communications & Exhibitions (P) Ltd.” No. 132, 1st Floor, 5th Cross, Cambridge Layout, Bangalore - 560 008, India.

ALLOTMENT OF BOOTHS: (a) Booth(s) will be allocated on a first-come-first-serve basis. (B) Allocation of booth(s) will be made at the sole discretion of the Organizers. (C) The booth(s) allocated will be used solely by the exhibitor for display of goods mentioned in their application form. Subletting of booth(s) or displaying goods not listed out in the original application will not be allowed.

NO EXHIBITORS WILL BE ALLOWED TO DISPLAY EXHIBITS OF FOREIGN ORIGIN UNLESS THE PAYMENT FOR THE PARTICIPATION IS MADE IN FOREIGN CURRENCY.

BOOTH CONSTRUCTION: The booths under shell scheme will be erected by the contractor appointed by the Organizers. Exhibitors are permitted to make no structural alteration or alteration to the size or position of the booth(s) without prior written approval from the organizers.

Exhibitors may carry out additional work or interior decoration or fittings in their booths through a contractor of their choice and at their expense. However, before doing so, organizers are to be intimated in writing the names and contact details of such contractors and work to be carried out and obtain a “No Objection Letter” from the organizers. Organizers reserve the right to allow or disallow any such work at their discretion.

Exhibitors who have opted for Bare Space are liable to submit to the organizers for approval a drawing of the stand showing plan and elevations and details of construction materials, details of contractor etc.. The position of all display features must be clearly indicated. No structure which obstructs the visibility of the neighboring booths or projecting to the gangway is permissible.

OCCUPATION OF THE BOOTHS: Exhibitors are advised to take possession of their booths by the time stipulated by the organizers and complete setting up all the exhibits in the booth at least 2 hours before the exhibition opens. Should an exhibitor fail to occupy the stand allocated to him by the stipulated time, organizers reserve the right to deal with the booth unoccupied as they deem fit.

EXHIBITS: Exhibitors are allowed to display the exhibits listed out in the original exhibition space application form. Any addition/deletion of exhibits from the aforesaid list must be intimated to the organizers in writing beforehand.

Substances of dangerous or inflammable nature, or machinery generating noise pollution, or obscene pictures/sculptors will not be permitted in any part of the exhibition area. Organizers reserves all rights to allow or disallow any display items without assigning any reasons.

SAFETY/SECURITY NORMS: Organizers will arrange for the general security of the exhibition area. However, it is the responsibility of the exhibitors to take care of their exhibits and belongings in their booths for the entire duration of the exhibition, including the move-in and move-out periods. Exhibitors are recommended to arrange for adequate insurance coverage to their belongings in their booths.

Exhibitors are advised to take maximum care to ensure that no damage is done to the exhibits/belongings of the neighboring booths or inflict injury to any person during the construction/dismantling of the booths as also during the open hours of the exhibition. In the event of an exhibitor damaging the exhibit of a neighboring booth, he will be held responsible for compensating for the loss incurred. Under no circumstances organizers will be accountable for any such loss/damages of/to the things or personal injury.

CANCELLATION OF CONTRACT: No cancellation of contract for exhibiting or diminution of exhibition space is allowed once the Space Application Form is signed by an exhibitor. In such cases, no refund of payment will be made.

DEFAULT ON PAYMENTS: The organizers reserve the right to cancel any reservation of space in the event of an exhibitor not having paid the dues of rental charges stipulated on the rate card.

ELECTRICAL INSTALLATION: All on-site electrical installations must be carried out by the officially appointed electrical contractor.

FAILURE OF SERVICE: The organizers will make all the efforts to ensure that supply of items/services being provided by the official contractors are of good quality, but as the supply of these items/services are not within the control of the contractors, neither they nor the organizers shall incur any liability to the exhibitors for the shortfall or non-availability of such services and in the event, no refund or concessions will be allowed to the exhibitors.

ABANDONMENT OF THE EXHIBITION: In the event of the exhibition being abandoned because of unanticipated reasons such as natural calamities, riots and events beyond human control, the payment will not be refunded to the exhibitors. Further, organizers will not be responsible for any amount that exhibitors would have spent for the preparation of participation in the exhibition.

ALTERATION OF TERMS & CONDITIONS: Organizers reserve the right to alter/add/delete any terms and conditions whenever they deem it necessary and the same will be applicable to all the exhibitors.

JURISDICTION: Any dispute between the organizers and the exhibitors is subject to the jurisdiction of the courts of Bangalore only.

We have read the Rules and Regulations relating to the administration of the exhibition and we hereby agree to abide by them.

Name of the Authorised Signatory:.....

Signature:.....

Company Seal:.....