

# Space Booking Form



Fill up (please use Block Letters) and email Fairfest Media Ltd. (CIN - U74140WB1988PLC045101)

Mumbai: 305, 3rd Floor, The Summit Business Bay, Near WEH Metro Station, Off Andheri - Kurla Road, Andheri East, Mumbai - 400 093, India

Kolkata: 74/2, AJC Bose Road, Tirupati Plaza, 4C, 4th Floor, Kolkata - 700 016, India

Registered Office: 25 C/1, Belvedere Road, Alipur, Kolkata - 700 027, India

✉ contact@fairfest.in ☎ +91 22 4555 8555

SELECT YOUR SHOWS		Walk-in Stand size	Rate (USD*/INR*)	Corner (USD*/INR*)	Peninsular (USD*/INR*)	Island (USD*/INR*)
<input type="checkbox"/> TTF Patna	22-23 Oct 2024	sq.m @	<input type="checkbox"/> Rs. 32,500/US\$ 430	<input type="checkbox"/> Rs. 35,000/US\$ 475	<input type="checkbox"/> Rs. 38,500/US\$ 520	<input type="checkbox"/> Rs. 42,000/US\$ 560
<input type="checkbox"/> OTM	30 Jan-01 Feb 2025	sq.m @	<input type="checkbox"/> Rs. 40,000/US\$ 545	<input type="checkbox"/> Rs. 44,000/US\$ 595	<input type="checkbox"/> Rs. 48,000/US\$ 645	<input type="checkbox"/> Rs. 52,000/US\$ 695
<input type="checkbox"/> TTF Bengaluru	13-15 Feb 2025	sq.m @	<input type="checkbox"/> Rs. 32,500/US\$ 430	<input type="checkbox"/> Rs. 35,000/US\$ 475	<input type="checkbox"/> Rs. 38,500/US\$ 520	<input type="checkbox"/> Rs. 42,000/US\$ 560
<input type="checkbox"/> TTF Chennai	21-23 March 2025	sq.m @	<input type="checkbox"/> Rs. 32,500/US\$ 430	<input type="checkbox"/> Rs. 35,000/US\$ 475	<input type="checkbox"/> Rs. 38,500/US\$ 520	<input type="checkbox"/> Rs. 42,000/US\$ 560
<input type="checkbox"/> TTF Kolkata	11-13 July 2025	sq.m @	<input type="checkbox"/> Rs. 35,000/US\$ 430	<input type="checkbox"/> Rs. 38,500/US\$ 475	<input type="checkbox"/> Rs. 42,000/US\$ 520	<input type="checkbox"/> Rs. 45,500/US\$ 560
<input type="checkbox"/> TTF Ahmedabad/Gandhinagar	31 July-2 Aug 2025	sq.m @	<input type="checkbox"/> Rs. 35,000/US\$ 430	<input type="checkbox"/> Rs. 38,500/US\$ 475	<input type="checkbox"/> Rs. 42,000/US\$ 520	<input type="checkbox"/> Rs. 45,500/US\$ 560
<input type="checkbox"/> TTF Mumbai	11-13 Aug 2025	sq.m @	<input type="checkbox"/> Rs. 35,000/US\$ 495	<input type="checkbox"/> Rs. 38,500/US\$ 545	<input type="checkbox"/> Rs. 42,000/US\$ 595	<input type="checkbox"/> Rs. 45,500/US\$ 645
<input type="checkbox"/> BLTM	28-30 Aug 2025	sq.m @	<input type="checkbox"/> Rs. 35,000/US\$ 495	<input type="checkbox"/> Rs. 38,500/US\$ 545	<input type="checkbox"/> Rs. 42,000/US\$ 595	<input type="checkbox"/> Rs. 45,500/US\$ 645

\*Add GST @ 18%

\*Add 50% of Standard Rate for Mezzanine Space, (if any). Add Co-exhibitor Cost : Rs. 10,000/- per co-exhibitor.

Total Amount: Rs./US\$

Payment is

Enclosed Cheque / Draft No. \_\_\_\_\_ date \_\_\_\_\_ for Rs./US\$ \_\_\_\_\_ in favour of Fairfest Media Limited

Being transferred to: Kotak Mahindra Bank Ltd. Bally High, 1, Ballygunge Park Road, Kolkata 700 019, India

Account Name: Fairfest Media Ltd. Account Number: 8047380963 IFSC Code: KKBK0000325 Swift Code: KKBKINBBPCPC

(If payment transferred through RTGS/NEFT, kindly send the details to accounts@fairfest.com)

NB : 1. Payment Terms: 100% with order 2. Cancellation Charges: 50% if more than 30 days of the fair / 100% within 30 days of the fair 3. Last date of Booking: 30 days before the fair 4. Late fee for order/payment received within 30 days of the fair: 5% of the amount payable We have read the Terms & Conditions mentioned overleaf and accept the same without any reservations 5. Work order must be issued 15 days before the show for smooth execution, otherwise services may be affected 6. Exhibitors are entitled to 1 exhibitor badge for every 2 sqm of exhibit space. Additional badges can be procured at an additional cost of INR 2,000 + GST @ 18%.

Date \_\_\_\_\_

Signature & Seal \_\_\_\_\_

CONTACT PERSON FOR BILLING AND PAYMENT

Name \_\_\_\_\_ E-mail \_\_\_\_\_ Mobile No. + \_\_\_\_\_

BOOKING DETAILS (please use Block Letters)

Contact Person \_\_\_\_\_ Designation \_\_\_\_\_

Organisation \_\_\_\_\_

Address \_\_\_\_\_

Mobile / Tel No. + \_\_\_\_\_ E-mail \_\_\_\_\_

Web \_\_\_\_\_ GSTIN / UIN \_\_\_\_\_

Fascia Details (25 letters max) \_\_\_\_\_

Should be communicated at least 15 days before the event else Organisation Name will be used. Last Minute intimation/changes will be charged extra @ Rs. 1000 each

Shell Scheme includes:

- Standard prefab shell
- Display panel walls on 2/3 sides
- 1 Table & 2 Chairs per 9 sqm
- Name board fascia
- Spotlights
- Plug points, General lighting, Air conditioning & Electricity
- Round-the-clock security
- Booth cleaning services
- Advertising & Publicity
- Support to the fair

\* Terms and Conditions apply. Please turn overleaf

**YOUR DETAILS FOR CATALOGUE ENTRY** - If the following points 1 to 4 are the same as the Booking Details, please skip and fill the rest (**please use Block Letters**)

- 1. Exhibitor Name
- 2. Address
- 3. City  Postal Code
- 4. Web

Association Membership (if any)

Our company's products/services are (use separate sheet, if required)

**PARTICIPATION IN OTM, BLTM, TTF IS SUBJECT TO THE FOLLOWING TERMS & CONDITIONS.**

- 1. The Space Booking Form should be duly filled and signed by an authorised person along with company seal and submitted with requisite payment. Alternatively, applications may be made on participant's letterhead with payment. In any case, the booking will be subject to these Terms & Conditions governing participation. Interest @ 2.5% per month will be charged for delayed payment.
- 2. Order acceptance shall be complete only when our written confirmation and Bill is received by the Applicants.
- 3. The allotment and location of stands shall be at the sole discretion of the Organiser. Even if a location has been indicated, the organiser reserve the right to change the same. No stall numbers are allotted in advance.
- 4. TTF maintains an 80 decibel sound level for all exhibitors. This level has been identified as being a safe level for trade show demonstrations. To ensure a successful Trade Show for all exhibiting companies and their guests, Fairfest Media, as Show Management, reserves the right to closely monitor sound usage and, where necessary, restrict and possibly eliminate the music / musical instruments and other audio demonstrations in an exhibitor's booth at its discretion. Show Management's actions can include, but are not limited to, reviewing and adjusting all sound system and loud-speaker placements within an exhibit, restricting sound levels within a booth, and restricting demonstrations within a booth.
- 5. Any Exhibitor appointing Contractor to build customised booth shall get the booth design approved from the organiser, at least 15 days prior to the event. The Exhibitor / Booth Contractor shall also get the Electrical Work inspected and No Objection Certificate (NOC) issued from the Official Electrical Contractor appointed by the organiser.
- 6. Exhibitors will not be allowed to sub-let or divide their stands unless a special written permission has been obtained from the organisers. Violation of this clause will lead to additional payment liability as decided by the organisers.
- 7. Any Exhibitor failing to occupy its assigned space one hour prior to show opening or who leaves his or her space unattended during the exhibit hours, forfeits their rights to the space. All exhibits must be open for business during the exhibit hours. Exhibitors should not dismantle their display until the event is officially closed by the organiser.
- 8. Exhibits must not be placed beyond the stand booked by the Exhibitor from the Organiser in which case, the Organiser reserves the right to charge @ 200% of the rate contracted, for the additional stand charges, over and above the charges for the actual stand booked. The distribution of brochures from the gangways is strictly forbidden. Equipment presentations, artistic shows and other promotional activities of the Exhibitor must be consulted with the Organiser in advance and cannot hinder or make impossible the operation of other stands or the free movement of participants and public.
- 9. Removing furniture and electrical equipments from another booth will tantamount to snatching and strict action will be taken in such cases. On the spot requisitions will be serviced one by one till the stocks are available, at a premium of 10% on usual rates. Participants are advised to make this extra requisition well in advance.
- 10. Nameboard fascia will be exactly as per this order and no change on-the-spot will be entertained. If the fascia name is specified on-the-spot, the same may be arranged by our contractors again on additional charge of Rs. 1000/-, on first-come-first-served basis.
- 11. The Exhibitor shall bear the total financial responsibility for the equipment and stand fittings provided by the Organiser. Costs of all damages and losses arising from improper use of the stand shall be borne by the Exhibitor.
- 12. Amounts due for participation charges and extra services shall be paid in full before taking possession of the stall. The Organiser shall be entitled to annul the Exhibitors' participation in the Fair without the right to damages in virtue thereof if the participation charges has not been paid before taking possession.
- 13. The Organiser shall not insure or take responsibility for the Exhibitor's

- property. Exhibitors taking part in the Fair shall themselves insure their property against burglary, fire and other Acts of God. The Organiser shall not be liable for damages resulting from theft, fire, gale, stroke of lightning, explosion, flood, cuts in power supply or other causes beyond the control of the Organiser.
- 14. Exhibitors shall not be entitled to cancel this agreement without the express written permission of the organisers and on terms acceptable to the organisers.
- 15. All statutory liabilities arising out of the participants' activities at the fair such as GST, sales tax/VAT, octroi, customs duty, excise duty, service tax and/or any other taxes, levies or licenses required for their activities at the fair will be exclusive responsibility and liability of the participants.
- 16. The exhibitor indemnifies the organisers against all actions, expenses, costs, charges, or claims which the organisers or any of their contractors may be liable for in consequence or damage or injury to any person or property occasioned by or arising out of the act, default or negligence of the exhibitor, his representatives, servants or workmen or any person or persons or persons under his direction or any independent contractor engaged by him.
- 17. Any disputes arising from the fulfillment of provisions contained in "The Terms and Conditions of Participation" shall be submitted to the jurisdiction of a civil court competent at the registered address of the Organiser. Any and all matters pertaining to the event not specifically covered by this contract and the rules and regulations as described in the Exhibitor's Information & Order Book, shall be subject to determination by the organiser. The organisers reserve the right to add or alter these regulations at any time.
- 18. Change in order (Change in listing / fascia etc.) should be communicated in writing/through email at least 15 days prior to the event. The Company will not be responsible for any misunderstanding arising due to verbally communicated instruction/request given to any individual sales executive.
- 19. Force Majeure  
The exhibition may be postponed/shortened due to any cause whatsoever beyond the control of the Organisers. The Organisers shall not be responsible for any loss sustained by the exhibitors directly or indirectly, attributable to the elements of nature, force majeure or orders or directives imposed by any Governmental authorities. In such circumstances, the money paid by the exhibitors or any part thereof may be refunded at the sole discretion of the Organisers.
- 20. Use of public address systems, audio-visual systems and height of displays in the space booked is subject to no inconvenience to other participants and the organisers decisions in this regard shall be final.
- 21. Soliciting employment of organiser's staff is prohibited and in the event of a participant hiring organiser's staff, an amount equal to 6 months' of salary offered to said staff will have to paid to the organiser as recruitment and training costs.
- 22. Jurisdiction of any dispute will be in the courts of Kolkata, India.

**We have read the Terms & Conditions and accept the same without any reservations.**

Date

**Signature & Seal**