

K AND D Communication Limited (KDCL)

Corp. Office :- 3rd Floor, Kailash-A, Sumangalam Society, Above HDFC Bank, Opp. Drive-In Cinema, Bodakdev, Ahmedabad – 380054, Gujarat, INDIA
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Dear Sir,

We wish to solicit our participation in **COMFAST 2019**.

We acknowledge explicitly that we have read, understood and accepted the rules, regulations and time schedule. By submitting this application, we undertake to comply with the same.

FOR OFFICE USE ONLY

Confirmed by: Code: Confirmed on: Date of Receipt:

EXHIBITOR DETAILS

Company

Address

City Area

Pin/Zip State Country

Phone Fax No.

E-mail Website

Name Desig.

Contact Person Desig.

For Exhibition

Phone Mobile E-mail

Facia Name - Max. 24 Characters

EXHIBITION PARTICIPATION APPLICATION

We are Manufacturers Sales/Trading Company Service Company Others

- Exhibition Participation Contract **Type - 1**
(with standard + added facilities) (minimum 9 sqm)
 - Foreign Participant price **US \$ 300 per sqm**
 - Exhibition Participation Contract **Type - 2**
(with standard facilities) (minimum 36 sqm)
 - Foreign Participant price **US \$ 275 per sqm**
 - Working Power \$ 50**
 - General lighting \$ 200**
 - Standard facilities** from exhibitors like
House Keeping, Security Services, Food Court facility,
Visitor Registratio, Exhibitor/Visitor Badges, Advertisement
and Road show and marketing of events in interest of
Participant, Entertainmentevent)
 - Added facilities**
Table 1no., Chair 2no., Spot light 3no., Plug point 1no.
Ground Management Facilities)
- * Management reserve rights to add or reduce Facilities.

Hall No.: Stall No.:

Stall Size (mtr)	Total (sq.mtr)	@ Rate Per sq.mtr	Amount
<input type="text"/> X <input type="text"/>	= <input type="text"/>	X <input type="text"/>	= <input type="text"/>
Premium Position Rate <input type="text"/> %			= <input type="text"/>
Sub Total			= <input type="text"/>
+IGST <input type="text"/> 18 %			= <input type="text"/>
Total Amount			= <input type="text"/>
- TDS U/S 194C <input type="text"/> 2%			= <input type="text"/>
NET PAYMENT			= <input type="text"/>

Premium Position Rate :

- 2 side open - 15% Extra
- 3 side open - 25% Extra
- 4 side open - 30% Extra

PAYMENT DETAILS

Booking Amount :

50% at the time of confirmation - Balance before 14-05-2019. Delayed payment charges after due date \$ 35 per sq.m. per week.

All payments to be made in favour of **K AND D Communication Limited** payable at Ahmedabad only.

Amount \$ Cheque/D.D. No. Date

Bank Name Branch

City Place Date

PAN No.

Company Stamp & Signature

STANDARD FACILITIES :

All the Exhibitors would be entitled for the following facilities as per their stall size

**EXHIBITION PARTICIPATION CONTRACT WITH STANDARD + ADDED FACILITY (#)
 EXHIBITION PARTICIPATION CONTRACT WITH STANDARD FACILITY (@)**

Area (sqm)	#	#	#	#	#	#	# @	# @	#	# @
Area (sqm)	Table	Chairs	Spot Lights	5A Plug Point	Waste Basket	Carpet	Invitation Cards	Exhibitor Badges	Name Fascia	Additional Furniture
9 to 16	1	2	3	1	1	As Per Area	500	3	Max. 24 Character One side	Available with extra charges
18 to 25	2	4	6	2	500		6			
27 to 35	3	6	9	3	500		9			
36 or 36+	4	8	12	4	500		12			

EXHIBITION PARTICIPATION CONTRACT WITH STANDARD FACILITY

This Comprises of Standard Facility only. (Exhibitors will have to construct their own designed stall).

IMPORTANT DATES

- For final payment : 14-05-2019
- To submit additional service requirement form : 14-05-2019
- Specification of loading/unloading : 14-05-2019

CANCELLATION CHARGES

- 50% of total participation cost : _____ 14-01-2019
- 75% of total participation cost : _____ 16-03-2019
- No Cancellation will be accepted after ___ 17-04-2019

FORTHCOMING EXHIBITIONS

Please send me more information about the following trade fairs. Check all boxes that apply.



E- News

- I consent to **KDCL** and their subsidiaries to message or email me information on the trade fairs listed above on email address I have provided. I also consent to **KDCL** to contact me by email in the event of any queries. I understand that I can revoke this consent at any time.

Name Authorized Person _____

Signature _____

Designation _____

Date _____

RULES AND REGULATIONS

- (1) Exhibition Participation Contract between the Organizer (**KDCL**) and the Exhibitors to be filled in the prescribed contract forms, in duplicate enclosed with the manual, which involves acceptance of the Rules & Regulations by the exhibitors.
- (2) The prospective exhibitors should apply on application for participation together with payment. Allotment will be on "first come-first served" basis, subject to receipt of all payments. All payment should be made by Account Payee Cheque / DD / Electronically Fund Transfer payable to **KDCL**, Ahmedabad.
- (3) The Contract form which are incomplete or not accompanied by the appropriate remittance, enclosure will not be considered. There is no legal right of participation occurring to anybody. Organizers in their sole discretion may not accept participation to any applicant without disclosing reason thereof. The advance amount paid with the application will be refunded if the application is rejected by the Organizers. However, cancellation / reduction / withdrawal of application by the exhibitor would be subject to cancellation charges. The Organizer shall be authorized to cancel admission if this was based on incorrect criteria of information or if an exhibitor no longer satisfies the criteria for admission.
- (4) Participation charges includes prefabricated stall with the added facilities. stall contract with standard facility (Exhibitors will have to construct their own designed stalls), one entry in participant directory.
- (5) In case of exhibitor fails to meet payment schedule on given dates, organizer reserves sole right to cancel the participation & stall booking and the same will be in accordance with the applicable rules and regulations of the cancellation.
- (6) Organizer reserves the right to reallocate Exhibition Participation, change the layout, add or delete corridors in Exhibition Participation plans, which may affect the orientation of the some exhibitors. The organizer decision shall be final. The organizer also reserves rights to turn down applications for participation or even deny participation to exhibitors already confirmed. All participants shall make the full payment on or before 14th May, 2019. The booking of the Exhibition Participation is liable to be cancelled if full payment is not received by the above date. In case the booking is cancelled by the exhibitor, booking amount paid shall stand forfeited. The organizers will do their best to ensure supply by the authorized contractors, but shall in no circumstance the Organizers will be responsible if such services cease to exist due to loss or damage.
- (7) **Exhibitor:** The Company enters into a contract, with the organizer upon submission of the document. The company (proposed exhibitor) agrees to participate at the exhibition **COMFAST 2019** and to abide by the rules, regulations and bylaws. Upon any breach of contract by the company (proposed exhibitor), the company is liable to pay the participation charges in full to the organizer.
- (8) **Electricity:** Available at 230 V Single Phase and 400 V Three Phase A.C. 50 cycles. Charges as additional requirement per HP on chargeable basis, these charges are subject to revision. The organizer will provide electricity at a suitable point in the stall. Internal distributions to the machinery / equipment will have to be arranged by the exhibitor's electrical contractor at their own cost. The service provider is not responsible for any damaged due to electricity supply.
- (9) **Water:** The requirement must be intimated along with form. (Water connection will not be provided for any other purpose including use in the pantry), water will be provided in 200 ltr. Barrel for demonstration only.
- (10) **Air Connection:** The Pneumatic Air Connection will be Provided on Paid Request. It is Available with each Connection of 3 cfm, 6 cfm & up to 10 cfm at 100 psi in Respected terms. The service Provider is not responsible for any damaged due to air supply.
- (11) Products / exhibits must be placed at least 1 meter away from the boundary of open sides of the stand. No part of any exhibit should project out of the stand boundaries. Clustering or crowding of exhibits in the stands is not allowed. Overall 33% of the stand Exhibition Participation must be left free for movement of visitors.
- (12) Use of loud speakers, musical instruments etc. in the stands is forbidden. Video / animation films on exhibited products may however be screened within the stands, provided the sound level is kept low to avoid disturbance to others. Information headphones are allowed provided these are set up inside the stand at least 1 meter away from aisles. Exhibitors should not take support of any permanent structure in exhibition hall for decoration.
- (13) Approval for design of stand dimensions': Every exhibitor will have to submit their stall drawing and to scale mock-up, complete with details of exhibit, electricity, telephone and other installation and elevation in four copies for approval of the organizer before 16th May, 2019 Exhibitors who do not comply with the time schedule of submitting the stall design will have to pay a penalty of \$ 35 per week after 16th May , 2019.
- (14) Sale of exhibits: The retail and the cash sale are not allowed during the exhibition. However negotiations for sale may be conducted. Removal of any exhibit during the exhibition period is also prohibited.
- (15) Handling of exhibits, customs and import: Services for handling, clearing and forwarding would be organize at the exhibition grounds at extra cost payable to respective agency. The organizer would appoint clearing and forwarding agents for **COMFAST 2019** who would assist in handling and completing customs formalities, if required. Exhibitor would be required to contact them directly for such assistance. Movement of exhibits in the exhibition grounds by agencies other than the official clearing and forwarding agents is prohibited. Organizer(s) is not responsible for any damage, loss caused by freight forwarding agency.

Name Authorized Person _____

Signature _____

Designation _____

Date _____

- (16) **Stands completion:** It is compulsory to complete the exhibits and decoration work before 9.00 pm on 13th May, 2019. Stands may be dismantled only after official closure of the exhibition. Dismantling and restoration of the flooring must be completed no later than 17th June, 2019 by 11.00 am positively. Thereafter, organizers shall be at liberty to remove and store goods until claimed by the exhibitor. All costs of removal, storage and their risk of theft, loss or damage shall be borne by the exhibitor.
- (17) **Damages to the exhibition ground:** Cost of damages / losses caused to the prefabricated stands and accessories provided with such stands, or to the exhibition halls, fixtures and fittings of the hall due to lapses on the exhibitor's part would be borne by the exhibitors themselves. Organizers would have the full authority to decide the cost of damages and enforcement of this rule as deemed fit towards recovery of such damages, cost of which should be paid by the exhibitors before leaving the exhibition premises.
- (18) **Insurance:** Against all ascertainable risks from transportation to display and removal should be done by the exhibitors at their cost. Organizers will in no way be responsible. Participants will insure their exhibits against loss, damage, theft, fire or any cause whatsoever. They will also ensure third party insurance cover for the total duration. India Machine Tools Show 2019 will make general security arrangements. However, participants will be responsible for the exhibits and the stall. This would, however, not cover insurance of individual stalls. Exhibit's or any other material in the stands. Exhibitors are advised to insure their exhibits and other material separately. Third party insurance accident, insurance of exhibitor's personnel, handling damage insurance etc. will be the responsibility of the exhibitors.
- (19) **Photography:** The organizer shall appoint audio and video company to record the advertising materials for the show and shall have the copyright of the recorded materials. No company or individual shall have the right to record at the booths without the permission of the Organizers.
Photography is strictly prohibited unless in th following applies:
a. The photographer is a media reporter
b. The photographer takes picture of his own booth or of his/her own exhibits.
c. The photographer has got a special license from the Organizers
- (20) All decisions will be subject to Ahmedabad jurisdiction.
- (21) **Force Majeure:** If the exhibition is abandoned, cancelled or suspended in whole or in part by reason of war, fire, natural calamity, national emergency, election, labor dispute, riots, strike, the non-availability of ground or any other cause not within the control of the organizers, the organizer reserves the right to change the opening dates and duration or even cancellation of the entire exhibition. In case of such condition the organizer may at their entire discretion, repay the Exhibition Participation Charges paid by the exhibitor or part thereof after deduction of the proportionate costs already incurred by the organizers and shall be under no liability in respect to any actions, claims or losses.
- (22) Organizers are not liable in any form for any loss or damage to exhibitor's property at the exhibitions site or injury to their personnel and visitors. Exhibitors agree to refrain from making any claim on the organizers and indemnify claims if any by third party arising out of exhibitor's conduct. All disputes will be subject to Ahmedabad jurisdiction.
- (23) Organizers will have the right to decide on the fulfillment of the above guidelines and the authority to demand removal / change of anything that is not according to these guidelines. Decision of the organizers in this regard will be final and binding.
- (24) **Conservancy:** Organizers will arrange for general conservancy of the aisles within the exhibition halls, public utility services etc. Exhibitors are responsible for the cleanliness of their stands for which they may hire conservancy staff at their own cost from the approved agencies only. Refuse generated from the stands could be placed in bins on the adjoining sisals which will be suitably disposed of by the organizers conservancy staff.
- (25) **Octroi / Entry Tax Clearance:** At the time of COMFAST 2019, any goods entering Delhi, which is owned by respective exhibitors & with the purpose of display has to be paid the Octroi / Entry Tax, if applicable at the time. Organizers might try to obtain permission from Authorised for bringing in exhibits / consignments for the exhibition in Delhi (if applicable & possible) & exemption might be requested. Yet the exhibitors will have to stay prepared for further consequences and Octroi/ Entry Tax issues prevailing at the time of exhibition. As such presently there is no Octroi / Entry Tax applicable in Delhi.
- (26) **Fire Prevention :** No flammable material, whether it be decorative materials or processing materials. Smoking is strictly prohibited in the Exhibition Hall, whether in the public gangways or in booths or booth based offices.
- (27) Exhibitor are not responsible for checking legal rights of the product & services displayed by participant in stall
- (28) **Local Regulations:** It shall be the exhibitor's duty to respect and honor all local regulations, in particular safety and fire regulations, and local administration laws and regulations. The Organizers has been entrusted with the execution of all regulations on the premises and exhibition venue and shall be authorized in case of non-compliance to take necessary action.
- (29) **Taxes & Duties:** Government applicable taxes under 'Business Exhibition Category' will be levied extra as may be applicable from time to time as per the provisions by the Government tax laws. Exhibition participation charges being contractual activities for providing services, TDS on payment by participant to exhibitor would be applicable rate at respective time under section 194C of The Income Tax act 1961.

Name Authorized Person _____

Signature _____

Designation _____

Date _____