

## APPLICATION FOR PARTICIPATION

**The Chairman  
Exhibition Organising Committee  
Indian Plastics Federation  
8B, Royd Street, Kolkata - 700 016, India**

Dear Sir,

We wish to participate in INDPLAS'12 Exhibition as.

Exhibitor

Sub-Exhibitor (See Rule 18)

We acknowledge explicitly that we have read and accepted in full the enclosed Rules & Regulations of the Exhibition, and by submitting this application, we undertake to comply with the same.

1. Organisation Name/Full Address	Telephone No. :
	Fax No. :
	E-Mail. :
	Website :
Name & Designation of Executive handling Exhibition	Mr./Ms.
The following firm will be a Sub-Exhibitor on our Stand: 2. Organisation Name/Full Address	Telephone No. :
	Fax No. :
	E-Mail. :
	Website :
	Mr./Ms.
Name & Designation of Executive handling Exhibition	

3. Please reserve the following space for us (As tick marked below) at INDPLAS'12 Exhibition.				
Type of Stall/Area	Stall Rent/sq. m. (Rs.)	Total Stall Rental (Rs.)	Interest Free Refundable Security Deposit (Rs.)	Registration Charge (Rs.)
<input type="checkbox"/> 'A' Stall with one side open 2.00 sq. mtr.(2 X 1 mtr. depth) panel stall	12500.00	25000.00	1000.00	NIL
<input type="checkbox"/> 'B' Stall with one side open 4.00 sq mtr. (2.0 X 2.0 mtr.)	9500.00	38000.00	1500.00	1000.00
<input type="checkbox"/> 'C' Stall with one side open 9 sq. mtr. (3.0 X 3.0 mtr.) a) For Indian Exhibitor b) For Foreign Exhibitor	9000.00 USD\$ 300.00	81000.00 USD\$ 2700.00	3000.00 NIL	1000.00 NIL
<input type="checkbox"/> 'D' Stall Open Space Minimum 25 sq. mtr. (5.0 X 5.0 mtr.) a) For Indian Exhibitor b) For Foreign Exhibitor	8500.00 USD\$ 280.00	212500.00 USD\$ 7000.00	5000.00 NIL	1000.00 NIL

**For two side / three side open stall of Type 'B', & 'C', 10% & 15% will be charged extra subject to availability.**

- \* **EARLY BIRD/LOYALTY DISCOUNT – AS APPLICABLE – SEE RULE 19 & 20 (EXCEPT 'A' CATEGORY STALL)**
- \* **SERVICE TAX @ 10.30% ( Or as applicable ) ON STALL RENT + REGISTRATION FEE.**
- Service Tax or any other statutory duties levied at the time of payment/exhibition shall be charged extra at applicable rates.**



4. **Payment Particulars:**

Amount paid by us with the application is as under:

- A. Stall Rent / 25%/50% /100%
- B. Registration Fee Rs. 1,000/- (Non-refundable) (For Stall Type 'B', 'C' & 'D')
- C. Two/Three sides open corner stalls (additional 10% / 15% )
- D. Security Deposit (Refundable after adjustment, if any)
- E. Service Tax @ 10.30% on net ( A+ B + C )

Advance/Rs.

**Total Rs.**

**Early Bird Discount is applicable for Booking with 25% payment before 31.12.11, further 25% payment before 30.04.12 and Balance 50% payable by 15.08.12 OR 100% Stall rent payable before 30.04.12**

**For booking After 15.08.2012 100% rental Payable without early Bird discount.**

**Note :** a) Loyalty discount is eligible for booking at any stage if applicable.

b) Deposit of Rs.11,000/- , Early Bird & Loyalty Discount if applicable, to be adjusted only while making full & final payment of the stall rent.

**IF FULL PAYMENT IS NOT RECEIVED BY 31/08/2012, THE BOOKING WILL BE AUTOMATICALLY CANCELLED. MONEY ALREADY PAID WILL NOT BE REFUNDED.**

We enclose our Cheque/Bank Draft No. ....dated .....for

Rs..... drawn on .....Bank in favour of INDIAN PLASTICS FEDERATION, as a token of your acceptance of our Registration. Please arrange to mail us your official receipt.

5. We shall display the following groups ( ✓ whichever is applicable)

- Group 1 :** Raw Materials
- Group 2 :** Primary Processors
- Group 3 :** Processing Machinery & Auxilliary Equipments
- Group 4 :** Testing & Quality Control Equipments
- Group 5 :** Speciality Chemicals / Additives / Masterbatches
- Group 6 :** Specialised Services, Indentors of Raw Materials / Machineries.
- Group 7 :** Associations & Institutions
- Group 8 :** Processed Plastic items.
- Group 9 :** Others not specified elsewhere. Please specify

We shall require .....KW of power for which we agree to pay extra charge as per the prevalent tariff, to be decided by you.

Name of the authorised signatory .....

Telephone No. ....

Place & Date

(Company Seal & Signature)

**Applications received after 15.08.2012 may be entertained subject to availability of space**



1. **Venue** : **SCIENCE CITY EXHIBITION GROUND, KOLKATA (INDIA)**  
(Opposite ITC Sonar Bangla Sheraton & Towers on Eastern Metropolitan Bye-Pass)
2. **Date** : October 5<sup>th</sup> – 8<sup>th</sup>, 2012
3. **Exhibition Timings** : 10.30 a.m. to 4.00 p.m. for Business Visitors. Exhibition closes at 4 p.m on 8<sup>th</sup> October, 2012.  
4.00 p.m. to 6.30 p.m. for General Visitors from 5<sup>th</sup> to 7<sup>th</sup> October, 2012.
4. **Construction Period** : a) 'A' type stall possession only on 04/10/12 from 11 am till 5 p.m  
b) Possession of 'B' & 'C' Type stalls will be given to the exhibitors from 2<sup>nd</sup> October, 2012 at 11.00 am till 5 pm on 04/10/12.  
c) Possession of 'D' Type bare space will be given to the exhibitors from 11 a.m on 30<sup>th</sup> September, 2012 for stall construction / machine installation. (Any material coming before the above given time cannot be unloaded at exhibition site).  
d) All construction and decoration of stalls must be completed by 6.00 p.m on 4<sup>th</sup> October, 2012 for Inauguration  
e) No machinery shall be allowed entry after 8 a.m. on 03/10/2012.  
f) All dimensions of the machines should be provided as extra high machines will have to be located accordingly.
5. **Dismantling Period** : All non-machinery exhibitor shall handover the empty stall by 5 p.m on 9<sup>th</sup> October, 2012 & all machinery exhibitor shall handover before 5 p.m by 10<sup>th</sup> October, 2012.. In case of delay the exhibitors will themselves be responsible for the security, damages and extra charges, as applicable.
6. **Exhibition Ground Area:** About 30,000 sq. mtr.
7. **Type of Stalls in AC Hangers** : 'A' Type single meter panel stalls (1 X 1 mtr.) 1 sq. mtr.  
'B' Type constructed stalls (2.0 X 2.0 mtr.) 4.00 sq. mtr. and in multiples thereof with one side open.  
'C' Type constructed stalls (3 X 3 mtr.) 9 sq. mtr. and in multiples thereof with one side open.  
'D' Type stalls in bare space (5 X 5 mtr.) minimum 25 sq. mtr. and in multiples thereof.
8. **Quality of Construction** : 'A', 'B' & 'C' type of stalls with Standard Modular Shell and/or ply with partition Walls & Facia.  
'D' type stalls – Exhibitors to construct Stalls/Pavilion/Install machines at their own cost through their own contractor/s. Any damage to common infrastructure by any of the contractor will be compensated to IPF by the concerned exhibitor.
9. **Electric Power** : 220V and 440V (3 Phase 50 Cycles). Requirement should be intimated at the time of booking. Consumption charge Rs. 750 (approx.) per KW for 8-hour/day for 6 days. (4 days exhibition + 2 days for testing & commissioning). Drawing electric line within the stalls will be at the exhibitor's cost. Present cable laying charge upto closest point to feeder from the stall MCCB is Rs.450/- per KW (US\$10.00). Consumption charges quoted is as prevalent in April' 11 which may vary in October, 2012.
10. **Water Connection** : Exhibitors shall make their own arrangements in their own stall from the main line. But shift the line disposal of water will have to be done in accordance with existing infrastructure.
11. **Compressed Air** : To be organised by Exhibitor only.
12. **Security Arrangement** : General Security arrangements will be made by the Organisers. If any exhibitor desires extra security for their individual stall, it will be made available at extra cost.
13. **Free Services** :
  - 1 table, 1 chair, 1 dustbin, 1 spotlight for 'A' type stall
  - 1 table, 2 chairs, 1 dustbin, 2 spotlights, 1 potted plant for every 4.00 sq. mtr., 'B' type stall
  - 2 tables, 3 chairs, 1 dustbin, 3 spotlights, 2 potted plant for every 9.00 sq. m. 'C' type stall.
  - 3 table, 6 chairs, 2 dustbin, 9 spotlights and 3 potted plant for every 25.00 sq. mtr., 'C' type stall
  - General Security Service
  - General lighting, illumination of Exhibition halls during the event.
  - Air-conditioning ● Fire-Protection Services
  - First Aid by Doctor- on- call basis, during the event.
  - Synthetic/Jute Carpet ● Cleaning of common areas
  - Entry in Exhibitor's Directory ● 1 copy of Exhibitor's Directory
  - Fascia with Exhibitor's name in cut out letters.
  - Exhibitors passes ● 200 Visitors Pass ● Visitor promotion campaign



- 14. Services at Extra Cost**
- Guides & Receptionists (subject to availability)
  - Telephone & Fax Connections (subject to availability)
  - Power connections for live demonstration of machinery
  - Display equipment such as podium, cubes, extra panels.
  - On hire – Refrigerators, CTV/VCR, DVD Players, Plasma TVs, LCD Projectors, Tea Coffee Machine, Mineral water,
  - Carpenters, Painters, Labourers etc.
  - Standard Furniture will also be available on rent. Intimation of requirement must be given below 15/09/2012
  - Additional spotlights Metal lights, sockets, high voltage 3-phase electrical supply, chairs & tables.
  - Advertisements and supplementary entries in exhibition directory.
  - Any additional requirement (subject to availability)
- 15. Booking** : Strictly on first come first served basis
- 16. Security Deposit** : As given in the application for participation. This amount is refundable subject to no claim for damages is PENDING AGAINST THE EXHIBITOR. Appropriation will be made to the extent of damage, if any, and the balance amount will be refunded.
- 17. Mode of Payment** : 25% payment with booking before 31.12.11  
 25% payment with booking before 30.04.12 or 50% payment with bookings after 01.01.12 & before 30.04.12 (eligible for EBD of Rs. 100/= per Sq.Mtr. only )  
 Balance payment before 31.07.12. in all above cases.  
 . All payments to be made by A/c Payee Cheque/DD in favour of **INDIAN PLASTICS FEDERATION payable at Kolkata only.**
- 18. Sub-Exhibitor** : An Exhibitor wishing to share his stall with another exhibitor, can do so on extra payment of Sub-Exhibitor Registration Fee of Rs.4,000/- (non-refundable). Each Principal Exhibitor will be allowed to share his stall with only one Sub-Exhibitor.
- 19. Early Bird Discount** :
  - Rs. 400/- per sq. mtr., if full payment is made on or before 30.04.2012.
  - Rs.100/- per sq. mtr., if 25% payment is made on or before 31.12.2011
  - Rs.100/- per sq. mtr., if further 25% payment is made on or before 30.04.2012
  - Rs.100/- per sq. mtr. if balance 50% payment before 31.07.2012.
  - Rs.150/- per sq. mtr. with 100% payment from 01.05.12 to 31.07.2012.
  - No discount will be allowed for booking made after 31.07.2012 and delayed payment of installment.
- 20. Loyalty Discount** : @ **Rs.100** per sq. mtr. for all exhibitor of INDPLAS'06 except 'A' type stalls.
- 21. Cancellation** : If cancellation is made by the exhibitor on or before 15.08.2012 a cancellation charge of 25% of the total rental before Early Bird Discount will be deducted . If any cancellation is made after 15.08.2012 full amount paid by the exhibitor will be forfeited.
- 22. Insurance** : Organiser shall insure for fire, burglary & other risks all exhibits of non machinery exhibitors under one policy. Exhibitors to pay proportionate charges based on area & value of goods to be exhibited. Machinery manufacturer to insure their own machines & other equipment for Fire, burglary & other risks. Exhibitor to submit the copy of the insurance cover note before taking possession of the stall. No exhibitor shall be given possession without adequate insurance cover.
- 23. Exhibitor prohibited from** : 1) The Exhibitors shall take proper safety and accident prevention measure while displaying/exhibiting their products. In case of live demonstration of machines/equipment, special care should be taken against heat, sparks, flying chips etc. Proper electrical engineering practices will have to be observed. Power will be switched on only post total completion of all connections and



inspection from organiser. Exhibitors shall not use/store solvent in their respective stalls. Exhibitor displaying Printing machinery shall take specific permission from the organizer for giving live demonstration. Permission shall be granted only after the organizer are satisfied about the safety and non hazard fumes.

- 2) Height of common wall in Shell/Bare space stall not to exceed 2.5mtrs. So as not to obstruct visibility of adjoining exhibitor's stall.
- 3) No sound system in any form to exceed 40 decibels.
- 4) for Shell type stall weight of each exhibit shall not exceed 300 kgs. ... gross.
- 5) Any exhibitor causing damage to the infrastructure shall be liable to pay financial compensation to the organiser.

**24. Transportation, Assembly And Dismantling of Exhibits:** a) The exhibitor shall be exclusively responsible for the transportation of exhibits to and from the stand, storage of empty packaging, use of lifting and materials handling equipment, deployment of personnel for packing and unpacking exhibits, assembly and dismantling of exhibits, repacking and other associated activities. Exit Gate Pass Clearance Certificate would be issued to only those exhibitors who have cleared all their dues and no payment whatsoever and to whomsoever is outstanding by them. Indian Plastics Federation accepts no liability whatsoever for any of the aforementioned performances.

b) For transporting any item to West Bengal it is obligatory to despatch material only against Way Bill issued by West Bengal Sales Tax authority. IPF will issue Way Bill whenever required to exhibitors under certain conditions. Details shall be made available by 15.08.2012.

**25 Admission :** In principle, only those exhibitors whose products correspond to the specific programme of the event will be admitted as eligible for participation. In case of necessity the organisers reserves the right to alter / relocate the allotted space.

**26. Exhibitor's Directory Entry:** Names and addresses & company profile of Exhibitors will be printed in the Directory. Exhibitor including Sub-Exhibitor will be entitled to a 50-word free entry in the Exhibitor's Directory. The last date of receipt of free entry for the Exhibitor's Directory is 31<sup>st</sup> August, 2012. Entries received after this date may or may not be published.

**27. Advertisement in Exhibitor's Directory :** The Exhibitor's Directory shall also carry full-page advertisement at EXTRA COST. The deadline for receipt of advertisement is 31<sup>st</sup> August, 2012. Advertisement received after this date may or may not be published.

**28. Force Majeure :** Under the conditions of force majeure, which also include strike, lock-out, closure, riot, the Organisers reserve the right to alter the opening dates and duration or curtail, cancel or suspend in whole or part of the Exhibition. In such an event, the Exhibitor is neither entitled to rescind the contract nor to claim any compensation of damages.

**39. Failure of Services :** The Organisers will use their best endeavours to ensure the services of the authorised contractors, but they shall not incur any liability to an Exhibitor for any loss or damage if any such services shall wholly or partially cease to be available.

**30. Permission/Approval :** All verbal agreements, permission, individual approvals or special authorisation shall be deemed to be valid only if confirmed in writing by the Organisers.

**31. Final Decision :** In case of any dispute arising out of the interpretation of the Rules & Regulations or between exhibitors and/or any other dispute of whatsoever nature the decision of the Chairman, Exhibition Organising Committee shall be final and binding in all matters relating to INDPLAS' 12

**32. Jurisdiction :** All disputes will be subject to Kolkata Jurisdiction only.



**EXHIBITOR'S DIRECTORY ENTRY FORM**

The Chairman  
Exhibition Organising Committee  
Indian Plastics Federation  
8B, Royd Street, 1<sup>st</sup> Floor  
Kolkata - 700 016

Dear Sir,

Please arrange to publish our company profile and product details in the INDPLAS'12 Exhibitor's Directory.

Company Name : .....

Address .....

Telephone .....Fax.....

Email .....Web .....

**COMPANY PROFILE** ( Please type in block letters Maximum 50-words)

Key Person  
.....

Matter submitted after **15<sup>th</sup> August,2012** will not be accepted.

Authorised Signatory (Name) .....

Date

(Company Seal & Signature)

## PRODUCTS / EXHIBITS PARTICULARS

The Chairman  
 Exhibition Organising Committee  
 Indian Plastics Federation  
 8B, Royd Street, 1<sup>st</sup> Floor  
 Kolkata - 700 016

Name of Company \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ PIN \_\_\_\_\_

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

Phone No. \_\_\_\_\_

**\* PRODUCTS EXHIBITS**

**DETAILS OF EXHIBITS**

Item	Overall Dimensions	Weight packet/net	Weight in Kg / sq.m.	Max. concentrated load in Kg/sq.m. for foundation	Machines to be demonstrated in operation Yes/No – Connected load in KW	Industrial water supply required Yes/No Litres/Day	Approximate cost of exhibits

Exhibitors can arrange for compressed air, chilled water etc. from empanelled vendors or make their own arrangements.

\* For Exhibitors machines, depending on the load factor unloading and crane charges will be charged extra as applicable.

Place and Date

Company Stamp and Authorised Signatory