

FAX / EMAIL TO:
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 AutoMach Secretariat
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Confederation of Indian Industry
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International Exhibition & Conference on
 Machinery, Machine Tools, Robotics and
 Automation for **Automotive Sector**.
26-28 February 2015
Pragati Maidan, New Delhi, India
www.automach.in

SPACE BOOKING CONTRACT (FORM NO. 1)

EXHIBITOR DETAILS

Company/Organization:.....
 Address.....
 Phone..... Fax.....
 Email:..... Website.....

Chief Executive..... Designation:.....
 Mobile Email.....

Contact Executive..... Designation:.....
 Phone..... Mobile Email.....

PAN NO..... TAN NO.....
Nature of Business: Manufacturer Agent / Trader / Distributor Service Provider Others (Please Specify):.....

SPACE RENTAL DETAILS

Space Type	Area in sqmts	Domestic		Overseas Rate per sqmts (USD)	Amount (INR / USD)
		Member Rate per sqmts (INR)	Non Member Rate per sqmts (INR)		
Indoor Raw Space (Min 36 sqm)		8000	8500	270	
Outdoor Raw Space (Min 36 sqm)		6000	6500	160	
Built Up Space (Min 12 sqm)		9000	9500	290	
Total Space Rent					

OTHER CHARGES

Electricity Charges	Raw Spaces: INR 3,500 or USD 80 per KW X KW Built Up Spaces: INR 400 / USD 10 per sqmt Xsqmts
Catalogue Advertisement	Refer Point No 20 of Rules overleaf for Cost Details
Sponsorship Charges	Agreed Deliverables to be attached separately (signed and stamped)

Total Amount before Tax

Add Service Tax including Education Cess @ 12.36%

GRAND TOTAL

TDS Deducted: INR.....

Payment Enclosed

EXHIBIT DETAILS

GROUP COMPANIES

Products / Services to be displayed:

The following Group companies would also be represented in our stand:

1.
2.
3.

1.
2.
3.

Please study the General Exhibitor Rules (at Page 2), while finalizing this contract.

I / We have read the GENERAL EXHIBITOR RULES and confirm that we shall abide by them. Enclosed is our Bank Draft No. dated.....For INRtowards payment of rental and other charges in favour of "CONFEDERATION OF INDIAN INDUSTRY", payable at New Delhi, India.

Name: DesignationSignature: Date:

TDS EXEMPTION: Organiser does not have any Income Tax Exemption Certificate; hence exhibitors are requested to deduct tax at source giving the information of same along with this application form.

AUTOMACH 2015

26-28 February 2015

GENERAL EXHIBITOR RULES & GUIDELINES

1. **Event:** AutoMach 2015- International Exhibition & Conference on Machinery, Robotics and Automation for Automotive Sector.
2. **Exhibition Dates:** 26 – 28 February 2015
3. **Venue :** Pragati Maidan, New Delhi, India
4. **Organisers / PR, Communication Contact :**
Confederation of Indian Industry (CII) in association with Automotive Component Manufacturers Association (ACMA) and SIAM
Address for Communication: Confederation of Indian Industry (CII), Plot No 249-F, Udyog Vihar Phase IV, Sector 18, Gurgaon 122 015 Haryana INDIA.
 Tel: 91 124 4014060-67 , 91 124 4014054 (Direct)
 Fax: 91 124 4014080 / 4014057
 Email: rachna.jindal@cii.in
 Internet: www.automach.in

5. **Exhibitor:** is defined as any Company / Organization participating in AutoMach 2015. However the Organiser reserves the right of participation.

6. **Basic Rentals:**

Stand Types	Space Rent		Overseas Rate in USD per sqmt
	Domestic Rate in INR per sqmt		
	Member	Non Member	
Indoor Raw Space	8000	8500	270
Outdoor Raw Space	6000	6500	160
Built Up*	9000	9500	290

* Built up space includes Fascia, Carpeting, 3 Spot lights, Display Table, Reception Table, 2 Chairs, One Power Point 5 Amp and Waste Paper Basket, electricity @ INR 400 / USD 10 per sqmt (for lightning purpose) with every 12 sqmt. module. However, extra electricity shall be charged @ INR 3500/- or USD 80 per KW

6. **SPACE BOOKING PROCEDURE:**

Exhibitor Category	Advance Payment	Deadline	Balance cum Final Payment Deadline
Early Bird	50% Advance	Immediate	31 st December 2014
Final	100%	15 th September 2014 Onwards	Booking Closes on 15.11.2014

Notes

- a) The prospective Exhibitor must apply on the Space booking contract form – Form 1 for participation in AutoMach 2015 indicating requirement for built up and/or raw space. The Organising Committee consisting of representatives from CII will do allocation of space. Allotment will be done on "first – come – first – serve" basis strictly subject to receipt of advance and payments within the above categories. The decision of Organiser on space allotment is final.

Remittance Details

Beneficiary : Confederation of Indian Industry
 Account No. : 522 050 357 75
 Name of the Bank : Standard Chartered Bank
 Narain Manzil, 23 Barakhamba Road,
 New Delhi 110 001 India
 Fax No. : 00 91 11 23711453
 Swift Code : SCB LINBB DEL
 IBAN : GB42SCBL60910451997017
 Sort Code (SCB London) : 609104
 IBAN for EUR : DE18512305000018506203
 ABA for USD : 26002561

- b) The Exhibition will be held in Pragati Maidan, New Delhi, India.
- c) Application for space, both indoor raw and built-up, may be made in combinations/ multiples of contiguous plots/ booths. For a combination of contiguous, furnished indoor standard booths allotted, provision of partitions within the area would be optional.
- d) Domestic Exhibitors should pay in Indian Rupees by Demand Draft favouring **Confederation of Indian Industry**, payable in **New Delhi** as per schedule. Rental includes passes for exhibitor, staff manning stands during the Fair and one free entry in the Fair Catalogue.
- e) Overseas Exhibitors to make payment through Bank Transfer OR USD as per CII Bank details mentioned below.
- f) Wherever Indoor/Outdoor Raw Space is allocated, the exhibitor will have to erect the stand at their own cost in line with "The Rules and Guidelines for Design and Construction of Stand" AutoMach 2015.
- g) The Organiser reserves the rights to reallocate space, change the layout, change the stand nos., add or delete corridors in Space Plans that may affect some exhibitors stand orientations. The Organiser's decision shall be final. The Organiser reserves the right to turn down the application for participation, or even deny participation to exhibitors already confirmed. The Exhibitor shall not organise any concurrent shows outside of AutoMach 2015 in Delhi during the AutoMach 2015.
- h) **The Exhibitor:** enters into a contract upon submission of this document. The Company (prospective exhibitor) agrees to participate at AutoMach 2015 and to abide by the rules and regulations & bye- laws, handed out by AutoMach 2015 Secretariat to the Exhibitor, before the exhibition. Upon any breach of contract by the Exhibitor, the Exhibitor is liable to pay the space rentals in full, to the organizer.

- i) The Exhibitor will be required to make good all damages, (or make payment adjustable against security deposit in lieu thereof) to the fair ground facilities/ building etc. incurred during setting up / fair period and/ or dismantling period.
7. **Electricity:** Available at 230V Single Phase and 400 V. Three Phase A.C. 50 Cycles. **Charges:** Raw Space & Extra Electricity requirement shall be charged INR.3,500/- or USD 80 per KW – Exhibitors must give their power requirements in KW, in writing. All these rates are subject to revision. Exhibitors requiring special lighting /power to demonstrate machinery would need to apply with full details latest by 15th January 2015 (or immediately, if application is sent after this date). The Organiser will provide general lighting in indoor & open areas. Electricity will be provided at a suitable point near exhibitor's stand. Internal distributions to be completed by exhibitors at their own cost, only through a licensed contractor.
8. **Cancellation:** By signing and concluding of this contract, the exhibitor hereby agrees to pay the following cancellation charges, in case of cancellation, withdrawal or reduction of space applied for the participation:
 * Upto 31st August 2014: at 30 % of space rentals applied
 * From 1st September to 31st October 2014: at 50 % of space rentals applied
 * From 1st November 2014 onwards: 100% of space rentals applied
10. **Approval for Design of Stand:** The stand design drawings along with to-scale mock-ups, complete with details of exhibits, electricity, water and other installation, in 4 copies, should be submitted for Organiser's approval, latest by 10th January, 2015. In case of non-receipt of stand drawings by 10th January 2015, the Organiser is at liberty to allot the stand to another exhibitor. The Exhibitor is liable to pay for the space rentals in full to the Organiser.
11. **Sale of Exhibits:** Sale of goods is allowed subject to fulfilling government formalities (tax, customs duty, etc.) during the fair period.
12. **Removal of Any Exhibit** during the fair period is prohibited.
13. **Clearance of Exhibits** All Exhibits including stand material to be removed by 2200 hrs on 28 February 2015. After closure of Exhibition at 1800 hrs on 28 February 2015, organiser will not be responsible if Exhibitors fail to comply with this date.
14. **Handling of Exhibits Customs and Import Procedures:** The ORGANISER will appoint official clearing and freight forwarding agencies for **AutoMach 2015** who will assist in handling customs formalities, if required. Exhibitors would have to contact them directly for such assistance. Movement of exhibits in the Fair Grounds by agencies other than the official clearing and forwarding agents is strictly prohibited.
15. **Duty Free Temporary Importation of Exhibits:** This facility is extended only to overseas exhibitors in **AutoMach 2015** who have registered by remitting space rent in foreign exchange.

If any one or more of the exhibits displayed by the domestic exhibitor is imported, under duty free temporary importation facility, the dollar rate will be charged.

16. **Possession of Stands:**
 a) Built Up Space : 25 February 2015 1000 hrs
 b) Raw Space : 24 February 2015 1200 hrs
17. **Stand Completion:** By 1700 hrs on 25 February 2015 with all exhibits in position. NO work shall be allowed after the stated timelines
18. **Inauguration of AutoMach 2015:** 26 February 2015 morning. Exact time schedule and programme will be communicated to the Exhibitor nearer to the show dates.
19. **Buyers Guide/ Exhibition Catalogue Entry:** All Confirmed Exhibitors will get a free entry in the AutoMach 2015 catalogue. Exhibitors are required to submit the Form No. 3, duly filled in, as per schedule.
20. **Advertisement in the Exhibition Catalogue:** All Exhibitors are invited to advertise in the Exhibition Catalogue. The rates for advertisements in the AutoMach 2015 Catalogue are given below. Exhibitors are required to return the Form No. 2 duly filled in along with advertisement material as per schedule.

Description	Amount in INR	Amount in USD
Black & White – Full Page	20000	USD 400
4 Colour – Full Page	30000	USD 550
Back Cover	1,00,000	USD 1700
Inside Front Cover	75000	USD 1500
Inside Back Cover	75000	USD 1500

21. **Insurance:** Against all ascertainable risks – from transportation to display and removal - should be done by the exhibitors at their cost. Organiser will in no way be responsible.
22. **Photography:** The Organiser reserves the right to photograph/video shoots any stand/ exhibit for their use.
23. **Settlement of Dues:** Any and all expenses chargeable to an exhibitor must be settled before taking possession of the stand.
24. **Force Majeure:** If the exhibition is abandoned, cancelled or suspended in whole or in part by reasons of natural calamity, war, fire, national emergency, labour dispute, non-availability of exhibition premises or any of the cause not within the control of the organiser, the organiser may, at their own discretion repay the rental paid by the exhibitor, or part thereof, but shall be under no obligation to repay or part off such rental and shall be under no liability in respect of any action, claim for losses. Disputes, if any, will be settled under the court of Delhi's jurisdiction.
