



## SPACE PACKAGE BOOKING FORM

**Venue: CHENNAI TRADE CENTRE**  
Mount Poonamallee Road, Nandambakkam

### SECRETARIAT :

**R. NATARAJAN** - Organizing Secretary  
Expodent 2018, II Floor, RS Plaza, 28-1/3-1,  
Subramaniya Swami Koil Street, Fairlands,  
Salem 636016. Tamil Nadu, India.  
Mob : +91 98430 44140  
Email : expodentchennai@gmail.com  
www.expodentchennai.com

ADITI Member  Non Member  Foreign Company

South Zone

North Zone

East Zone

West Zone

Company : .....

Address : .....

City / State : ..... Pin Code : ..... Country : .....

Phone : ..... Mobile 1 : ..... Mobile 2 : .....

E-mail : ..... Website : .....

Contact Person 1 : ..... Contact Person 2 : ..... Designation : .....

### FASCIA (All in capital letters)

FASCIA name should be as per TIN Certificate only

GST No.: ..... Pan No. : .....

No. of Stalls/Islands required: Stalls : ..... Islands : .....

(Minimum three choices)

Stall(s) / No(s) / Island / Raw Space A ..... B ..... C .....

**Payment :** 50% of the total amount to be paid along with space booking form.

Last date for advance payment : 5<sup>th</sup> Feb 2018

Last date for balance payment : 5<sup>th</sup> Mar 2018

Enclosed DD/cheque No : ..... Bank ..... Dt : ...../...../.....

For Rupees ..... Drawn on .....

..... favouring **“Association of Dental Industry & Trade of India A/c South Zone”**.

**Bank Name : Axis Bank, SPS, Rajouri Garden, Delhi-110027 RTGS/NEFT/IFSC : UTIB0000786**

**GST No : 33AABAA2737N2ZS PAN No : AABAA2737N**

The Exhibitors are requested to send the email communication after the online transfer ( Id: expodentchennai@gmail.com )

### FACILITIES PER BOOTH OF 9 Sq. mtrs.

- Three side white powder coated laminated panels
- Two information counters
- Two chairs
- Three spot lights
- One power point
- Fascia with name
- One Dustbin

### NOTE:

- Expodent does not allow sale of any duplicate material or equipment or instrument. Anyone found doing, we shall take action.
- Encroachments of any kind is strictly prohibited. If not, organizers reserve the right to cancel the stall.
- Exhibitor with Tamilnadu GST registration must intimate their respective ward.
- Build Height limit should not exceed 3.5 mts.
- Kindly go through the rules and regulations of Expodent 2018, Chennai and confirm.
- Subletting / sharing of stalls will not be permitted.



## RULES & REGULATIONS

1. All participants shall make the payment on or before the booking of the stall which is liable to be cancelled if full payment is not received by the organizers. Allotment and posting of stalls is on a first come first serve basis.
2. Exhibition materials will be allowed-in only if after all incoming and outgoing materials accompany proper documentation.
3. Participants should check-in at the reception and collect Registration badges on 8th Apr 2018 morning.
4. In case of any dispute, the decision of the management committee of Expodent 2018, Chennai shall be final and binding.
5. Verbal Communications should be avoided. Any verbal agreement, permission, approval or authorization is valid only if confirmed in writing.
6. The organizers will do their best to ensure supply by authorized contractors but shall in no circumstances the organizers will be responsible if such services cease to exist due to loss or damage.
7. Due to unforeseen circumstances like strikes, lockouts and any other or natural calamities, the organizers reserve the right to alter the date and duration of the exhibition or curtail, cancel or suspend whole or part of the exhibition. In such an event the exhibitor is entitled neither to rescind the contract nor claim any compensation or damages. In case of cancellation of the exhibition, the stall rental will be refunded to the exhibitor, after deducting expenses incurred on any additional services provided to exhibitors.
8. In addition to the above, the Exhibitor will have to abide by the general rules at the venue regarding safety, maintenance & use as enforced by the Chennai Trade Centre.
9. The organizing committee will make general security arrangements only.
10. Each company will be entitled for one memento only irrespective of the number of stalls taken.

### 1. Definition

- 1.0 "Organizers" means the Expodent 2018, Chennai.
- 1.1 Expodent 2018, Chennai is responsible for the allocation of space and collection of funds.
- 1.2 "Exhibition" means the exhibition organized by the Organizers.
- 1.3 "Rules and Regulations" means those Exhibition Rules and Regulations as amended from time to time by the Core Committee.
- 1.4 "Exhibitor" means the sole proprietorship / partnership / or limited company whose Application and Contract for Exhibition Booth (s) has been accepted by the Organizers.
- 1.5 "Publicity Material" means the promotional gifts, catalogues, pamphlets and all and any advertising and publicity material whatsoever which an Exhibitor wishes to display, distribute or use at the Exhibition.

### 2. Eligibility to Participate

- 2.0 The Organizers have the absolute discretion in the admission of Exhibitors. Until an Exhibitor's application has been accepted in writing by the Organizers, no right to exhibit is granted not withstanding payment of deposit to be submitted with the application, and the balance of payment by the due date. The core committee reserves the right to decline any application without giving any reason.
- 2.1 Exhibition space is licensed strictly to the Exhibitor for trade promotion only for the duration of the Exhibition. The Exhibitor is required to use the space allocated in a manner satisfactory to the Organizers both during the assembling and installation of the stands as well as during the Exhibition. The organizers reserve the right to clear all or part of the space allocated to the

Exhibitor at the Exhibitor's expense without notice if they are not satisfied with the way the space is being used. The Exhibitor shall have no claim or any refund in respect of the space or other monies paid.

### 3. Payment

- 3.0 The Organizing Core Committee reserves the right to demand an additional deposit at any time as a guarantee for the cost of actual or potential damage.
- 3.1 In the event that an application for space is not accepted by the Organizers, the rental paid shall be refunded to the applicant within 60 days from the date of notice of rejection of the application.

### 4. Cancellation or Reduction of Booth (s)

- 4.0 Cancellation or reduction of booth space must be made in writing to organizers.
- 4.1 No refund will be allowed against advance booking amount/reduction of booth (s) space.
- 4.2 25% of the total amount payable against stall charges subject to receipt of full payment, if cancellation request is received by 28th of Feb 2018.

### 5. Space Allocation

- 5.0 The Organizing Core Committee have absolute discretion in allotting space for Exhibitors' own stands or shell scheme stands. All decisions to such effect shall be final and no request for change shall be entertained.
- 5.1 Island booth space allocation would be to a minimum of 36 sq. mts.
- 5.2 The Exhibitor's license to exhibit at the Exhibition and to use the space or the shell scheme stand (s) licensed to the Exhibitor is personal to the Exhibitor and shall not be transferred, assigned, subcontracted or otherwise howsoever shared with any third party regardless of the relationship between the third party and the Exhibitor.
- 5.3 All stands and exhibits shall not exceed maximum floor loading limit of 0.5 tones per square meter.
- 5.4 The Organizers reserve the right to alter or remove with notice and at the Exhibitor's expense any stand which differs from the approved specification or any stand that does not conform to the Organizers required standard or rules and regulations. The Exhibitor shall have no claim against the Organizers or their Organizers for any extra cost of replacing the stand to conform to the Organizers' specifications or delay resulting therefrom.
- 5.5 Exhibitors using their own stand constructions must coordinate and agree with the Organizers regarding all aspects of the erection, use and dismantling of such constructions.
- 5.6 Work of any kind carried out at the Exhibition venue must conform to the current local regulations in force and those specified by the Organizers. This applies to the Exhibitor, Organizers, Contractors and Subcontractors. The Organizers reserve the right to stop any work which contravenes any of the regulations and the Exhibitor has no claim against the organizers or their organizers for any cost or delay resulting therefrom.
- 5.7 The suspension of stand or lighting from the ceiling structure of the Exhibition venue will be permitted unless prior approval in writing is obtained from the Organizers.
- 5.8 Fixings to the surface of the floors to secure margin boards and other stands fittings will not be permitted unless prior approval in writing is obtained from the Organizers.

### 6. Fitted Stands

- 6.0 Fitted stands are provided by the Organizers' official contractor of a standard design. No variation of the fascia board, lettering



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and the fittings of the fitted stand shall be allowed unless prior written approval is given by the Organizers.

- 6.1 Build Height limit should not exceed 3.5 mtrs.

### 7. Custom built Stands on Raw Space

- 7.0 Plans and design proposals for booths must be submitted in triplicate to reach the Organizers for approval not later than three months before the Exhibition. Drawings submitted must be a reasonable scale of not less than 1:50, with full dimension and must contain information such as floor plan, stand elevation, fittings, and materials to be used, moving exhibits, audio-visual equipment weights and point loading of exhibits, no custom-built stand shall be permitted at the Exhibition unless the plans and design proposals have been approved in writing by the Organizers.

- 7.1 All custom-built stand material used and its construction must conform to the rules and regulations of the Exhibition Centre and those of any public authority or department of the National or Local Government.

- 7.2 The transporting, assembling, dismantling and removing of custom built stands are the responsibility of the Exhibitor. All such work must be carried out according to the arrangements and within the time limits specified by the Organizers.

- 7.3 No duplex exhibit shall be permitted and no exhibit or part thereof shall extend or project beyond the space assigned to the Exhibitor.

### 8. Electrical Details

- 8.0 Only electricity can be used as a source of light or power in the Exhibition venue.

- 8.1 All electrical works shall be carried out at the Exhibitor's expense by the official contractor appointed by the Organizer. Design plans or proposals for electrical installation must be submitted to reach the Organizers for approval, not later than two months before the Exhibition. The Organizers may require amendments or variations to be made to the design plan or proposals before approving the same, or may withhold approval at their own discretion.

- 8.2 Applications for the supply of electricity must be submitted to the official contractor of the Organizers.

- 8.3 Electricity shall be supplied only through the Exhibition Centre's official contractor.

- 8.4 The hall will have 1 phase/220 volt & 3 phase/415V (+10%) supplies. Organizers will not be liable for any loss or damage arising from technical breakdowns or fluctuations in supply.

### 9. Use of Site and Safety, Restrictions and Requirements

- 9.0 Precautionary measures such as guards or other means of protection must be taken to protect the public from any moving or working exhibits. Such moving or working exhibits shall only be demonstrated or operated by persons authorised by the Exhibitor and shall not be left running in the absence of such persons. Display of such working moving exhibits must have the Organizers' prior written approval.

- 9.1 The use of laser products at the Exhibition requires prior written approval from the Organizers. Application for approval of such use must be submitted to reach the Organizers not later than three months before the Exhibition. The following measures must be adopted in all cases where lasers are demonstrated in the Exhibition: Appropriate goggles for CO<sub>2</sub> lasers must be available for the personnel staffing the booth and for any attendee who will be using the lasers.

- 9.2 All demonstrations of CO<sub>2</sub> lasers must be conducted in clear plastic boxes with all sides enclosed, including the top.

- 9.3 Appropriate plastic coloured cubicles must be available if any

other type of laser is being used, particularly dye and argon lasers.

- 9.4 No laser equipment may be left unattended in operable condition; and a staff member must always be present at the booth during Exhibition opening hours.

- 9.5 Any proposed advertising or demonstration at the Exhibition must receive the Organizers' advance approval in writing.

- 9.6 All audiovisual equipment must be of a noise level so as not to cause any inconvenience to other exhibitors or visitors.

The Organizers reserve the right to appoint one or more exclusive audiovisual equipment suppliers where upon the Exhibitor shall be obliged to hire equipment from the exclusive supplier.

- 9.7 Publicity materials may only be distributed from the Exhibitors own stand. No advertising, demonstration or canvassing for business may be carried out anywhere else within the Exhibition venue. No exhibits or advertising signs shall be placed outside the confines of the Exhibitor's stand.

- 9.8 Gas filled balloons shall not be permitted in the Exhibition under any circumstances. Inflammable materials, such as jute, crepe paper, cardboard, corrugated board, natural fiber mats and inflammable plastic material, etc. shall not be used to construct or clad stand, nor for decorative purposes. Fabric materials draped on exhibition stands must be fire retardent.

- 9.9 The Exhibitor's stand must be manned by an authorised and competent representative of the Exhibitor at all times during the Exhibition. Such representatives must be fully conversant with the Exhibitor's products and services and shall be duly authorised to negotiate and conclude contracts for the sale of the Exhibitor's products or services. The Exhibitor shall ensure that the representative shall comply with these Rules and Regulations and with any and all directions which the Organizers or their organizers may given before or during the Exhibition.

- 9.10 The Organizers reserve the right to remove any exhibits or publicity material at the Exhibitor's expense which it considers in its absolute discretion to be hazardous, illegal, immoral, objectionable or not to conform to the stand and setup of the Exhibition or not fall within the exhibit description of the Exhibition.

- 9.11 The Exhibitor warrants that the exhibits and package thereof and the publicity material do not in any way whatsoever violate or infringe any third party's rights including trademarks, copyrights, designs, names and patents whether registered or otherwise, and agrees to fully indemnify the Organizers and their Organizers and contractors against all costs, expenses and damages arising from any third party's claim of infringement by the Exhibitor and the Organizer of such third party's rights.

- 9.12 Stand assembling, installation and decoration must be carried out within the time limits specified by the Organizers. The Organizers reserve the right to assemble, install or decorate any space which is not completed by that time at the Exhibitor's expense.

- 9.13 Repairs or alterations to the stand or display may only be carried out after the Exhibition is closed to visitors and with the prior agreement of the Organizers.

- 9.14 No stand or exhibits shall be dismantled before the official closing time of the Exhibition on the last day of the Exhibition.

- 9.15 No exhibit shall be allowed to be removed from the stand or the Exhibition venue once the Exhibition has been officially opened unless special permission has been given by the Organizers.

- 9.16 No Exhibitor shall engage or permit sound or video recording, telecasting, and broadcasting at the Exhibition venue unless prior written approval is obtained from the Organizers.

### 10. Publicity

- 10.0 The Organizers shall arrange and be responsible for all publicity



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arrangements for the Exhibition, and no Exhibitor shall give or cause to be given any interview, public announcement, press statement or other publicity whatsoever intended to publicize the Exhibition as a whole.

10.1 The Exhibitor shall not disclose, appropriate or use and shall prevent its representative at the Exhibition from disclosing, appropriating or using any technical or confidential information regarding the business or affairs of the Organizers or any of the other exhibitors in the Exhibition acquired by way of the Exhibitor's license to exhibit.

### 11. Move-in and Move-out of Stand Materials and Exhibits

11.0 Exhibitors shall move-in to the Exhibition venue according to the arrangements and within the limits specified by the Organizers.

11.1 The arrangement and payment for transporting goods to and from the Exhibition venue are entirely the responsibility of the Exhibitor.

11.2 All exhibits, stand materials and the like shall be removed immediately after the closing of the Exhibition according to arrangements and within the time limits specified by the Organizers. Any exhibits or stand materials left behind at the Exhibition venue shall be deemed forsaken and shall be disposed off by the Organizers at the expense of the Exhibitor concerned. All proceeds (if any) of such disposal shall be retained by the Organizers.

11.3 The Organizers reserve the right to appoint one or more exclusive contractor (s) to handle the movements of all goods and exhibits in and out of the Exhibition venue.

11.4 Temporary VAT registration is must for the exhibitors who does not have VAT registration in Tamilnadu.

### 12. Exclusion of Liability

12.0 The Organizers shall not be liable in any way whatsoever in respect of loss, injury or other damage suffered or caused to the Exhibitor, its representatives, employees, contractors or organizers or the products or other property of the Exhibitor or such parties.

12.1 The Organizers shall not be responsible in any manner whatsoever for the consequences of any introduction or commercial transaction made during or as a result of the Exhibition.

12.2 The Exhibitor undertakes to indemnify and at all times hereafter to keep indemnified the Organizers from and against all liability, action, proceedings, claims, damages, cost and expenses whatsoever which it may suffer or incur by reason of or in relation to the agreement hereunder or by the Exhibitor of the Rules and Regulations.

**13. The waiver by the Organizers of any Rules and Regulation shall not prevent the subsequent enforcement of these Rules and Regulations and shall not be deemed to act as a waiver in respect of any subsequent breach.**

### 14. Termination of Right to Exhibit

14.0 The Organizers shall have the right to terminate without notice an Exhibitor's right to exhibit at the Exhibition in any of the following events: If an Exhibitor or any of its representatives commits a breach of any of these Rules and Regulations; or if an Exhibitor, being a corporate body, enters into a liquidation whether compulsory or voluntarily, or compounds with its creditors, or has a receiver appointed over all or any part of its assets, or takes or suffers any similar action in consequence of debt, or if an Exhibitor being a sole proprietorship or partnership becomes, or one of its members become bankrupt or insolvent, or enters into any arrangements with its creditors, or takes or suffers any similar action in consequence of debt; or if the Organizers in their sole and absolute discretion decide that such right shall be terminated.

14.1 In the event that an Exhibitor's right to cancel, alter in character, the Exhibitor shall have no claim for refund of any monies paid to the Organizers.

### 15. Cancellation of Exhibition & Amendments

15.0 The Organising Core Committee reserves the right to cancel, alter in character, reduce in scale, shorten or extend the duration of the Exhibition at any time without incurring any liability whatsoever to the Exhibitor shall have no claim against the Organizers, whether for loss or damage, or return of all or part of the fees paid by the Exhibitor there under.

15.1 The Organising Core Committee reserves the right to change the plan, site character or venue of the Exhibition at any time without giving notice to the Exhibitor. Proportional allowance for space rental may be made if appropriate by the Organizers (in their absolute discretion) but they shall not be liable for any further compensation to the Exhibitor.

15.2 The Organising Core Committee reserves the right to alter and amend any of the Rules and Regulations and tariff herein and issue additional rules and regulations at any time they consider necessary for the orderly operation of the Exhibition.

15.3 Exhibitors shall abide by the rules and regulations of the Exhibition Centre which are deemed to be integral parts and incorporated into these rules and regulations.

### 16. Governing Laws

These Rules and Regulations shall be governed and constructed in all respect in accordance with the laws of the country of the Exhibition.

### 17. Sub Letting of Stalls/Islands

No sub-letting or sharing will be allowed by either ADITI members or any general category of stall holders. No sharing / subletting of division of stall / island is permissible, however sharing of stalls/island with foreign principal are permissible.

### 18. All disputes are subject to Chennai Jurisdiction only

## DECLARATION

I/we do hereby solemnly affirm and declare that the above information is true and correct to the best of my knowledge and nothing has been concealed therefrom. I have read completely, understood the rules & regulations given overleaf and agree to abide by the same.

*Company Seal with Signature*

Name : .....

Designation : .....

Authorised Signatory : .....

Date : .....