

**BOOKING FORM**

**Building Materials, Architectural,  
Interior Products Exhibition**
**VENUE : Vanita Vishram Ground, Surat.**
**Date : 4,5,6,7 January, 2019**

**THE INSTITUTE OF CIVIL ENGINEERS & ARCHITECTS, SURAT.**

 ICEA Gordhan Hall, Suryapur Society, Rander Road, Surat - 395009. Ph : 0261-2778110 e-mail : sthapatya.icea@gmail.com Website : www.iceasurat.org  
www.sthapatyasurat.in

Sr. No. \_\_\_\_\_ Date: \_\_\_\_\_

Company Name : \_\_\_\_\_

GST No. : \_\_\_\_\_

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

Email id. : \_\_\_\_\_ Phone No. : \_\_\_\_\_

Pan No. : \_\_\_\_\_ Mobile No.: \_\_\_\_\_

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

Short Name for Facia Panel : \_\_\_\_\_

 Product Detail:  Manufacturing  Service Provider  Trading  Other

**DETAILS OF STALL / STALLS BOOKED**

Sr.No.	Type Of Stall	Size	Area	Base Rate	Discount	Net Amount	SGST	CGST	Total Amount
	In Words								

**DETAILS OF PARTICIPATION IN PREVIOUS YEAR IF ANY:**

Payment Scheduled:

- 1) On Booking : 25% of Net Amount + GST
- 2) On Or Before 31<sup>st</sup> December 2018 : 75% of Net Amount + GST

Detail of Payment Received:

Bank Detail	Cheque/D.D.No./NEFT	Date	Amount

(Subject to realisation of cheque. Please issue cheque / DD In favour of THE INSTITUTE OF CIVIL ENGINEERS AND ARCHITECTS, SURAT Only.)

For Payment by NEFT : STATE BANK OF INDIA, GHOD DOD ROAD BRANCH, SURAT.

Account No.: 30161895459	PAN CARD NO. : AAAAT5360K	SAC : 00440254
IFSC Code: SBIN0005086	GST No. : 24AAAAT5360K1ZF	(Business & Exhibition Services)

We hereby forward the application form in duplicate along with demand draft/cheque for stall rent. We acknowledge explicitly that we have read and accepted in full the rules and regulation for the STHAPATYA – 2019 exhibition and by submitting the application, we undertake to comply with the same.

We have read &amp; understood the terms &amp; conditions attached.

 Signature  
(ICEA)

 Signature  
(Marketing Executive)

 Signature  
(Exhibitor)

## **TERMS & CONDITIONS:**

### **DEFINITIONS:**

- 01) ORGANIZERS of STHAPATYA - 2019 is ICEA – THE INSTITUTE OF CIVIL ENGINEERS & ARCHITECTS, SURAT.
- 02) EXHIBITOR: The term “EXHIBITOR” shall include all employees, staff and agent of any Company, Partnership firm or Individual to whom space/ staff has been allocated for the purpose of participation.

### **RULES & REGULATION:**

- 01) The Exhibitor shall be allotted the booked stall 24 hours before the opening of the Exhibition & shall have to vacate same within 12 hours of the last day of the exhibition.
- 02) Final payment of the stall must be deposited at least 7 days before the allotment of stall to the organiser.
- 03) Additional requirements of infrastructure by the Exhibitors should be submitted to organiser at least 7 days before the date of Exhibition.
- 04) No alternation to the size or position of an Exhibitors stall is permitted. The Exhibitor shall not erect or fix any banner or product at a place other than the allotted stall space. The exhibitor shall not assign, sub-let or grant licence in receipt of the whole or part of the allotted stall to any other person, company etc other than the person, company that it is booked for. Retail Sale and delivery from stall is prohibited. The Exhibitor may book products for sale.
- 05) Inflammable materials will not be allowed inside the Exhibition area. The use of naked flame or a direct/ indirect heating appliance is totally banned.
- 06) Creating any nuisance is strictly prohibited, which may disturb other participants i.e playing music etc.
- 07) No refund will be made under any circumstances against cancellation / withdrawal of stall/ stall once booked. Joint participation or transfer or sub dividing or subletting of the booked stall/ stall to third party is prohibited. In case the Exhibition is postponed, participants will be given an opportunity to participate in the event at the new dates arising from circumstances that are beyond our control or any refund may be made to Exhibitor in respect thereof. No interest will be paid on such amount.
- 08) All Exhibitor should insure, at their cost merchandise, machinery, goods etc. kept in the stall, against all damages by fire, theft, strikes, riots, floods, storms, earthquakes etc. for the entire duration of the Exhibition and also during the construction and dismantling period.
- 09) All on site electrical installation must be carried out by the electrical contractor, officially appointed before the connection to the main supply.
- 10) The Organisers will use their best endeavors to ensure supply of Torrent Power, SMC Services etc. and of those suppliers mentioned in the manual, but as the supply of such services are not within the control of Torrent Power, SMC etc., Neither they nor the organizers shall incur any liability to the Exhibitors for any loss or damages, if such services shall wholly or partly fail or cease to be available. The Exhibitors will not be entitled to any allowance in respect of rental due or paid under contract.
- 11) The Organisers will provided round the clock security of the general purpose. Surveillance of the individual Security Guards will be provided at extra cost and which should be asked at least 1 week before exhibition.
- 12) The removal of exhibits will be allowed only after all dues have been paid and relevant clearance certificate obtained.
- 13) The Organisers will not be responsible for damages cause to the property of the Exhibitors or loss of life or damages to the Exhibitors and or their members and visitors due to any reason whatsoever.
- 14) No materials once exhibited will be taken outside the premises without prior permission of Organisers.
- 15) No vehicle will be allowed in the exhibition ground during exhibition timing. Goods must be delivered to the stalls 24 hour before opening and removed one hour after closing of the exhibition grounds.
- 16) The Organisers of the Exhibitors and those authorized by them have the right to enter the premises at any time to execute work repairs and alteration and for other purpose between 7.00 am to 11.00 pm no works shall be allowed after 11.00 pm.
- 17) Not with standing anything contained herein, the management reserve the right to cancel the allotments to stall/open plot at any time without assigning any reason there of.
- 18) In the event of any dispute, the decision of ICEA shall prevail.
- 19) Any dispute between the Organisers and Exhibitor is subject to the jurisdiction of Surat only.
- 20) ICEA will used logo of company, if required for the promotion activity unconditionally.