



**17 - 19 October 2023**  
**BIEC, Bengaluru, India**

**Exhibition Management Use Only**

Ref. No. .... Signature .....

**Arclights Eventz Network Pvt. Ltd.**  
**Office** : 423, DLF Tower A,  
 Jasola District Centre,  
 New Delhi - 110025, India  
**TeleFax** : + 91 - 11 - 46535555  
**Mobile** : + 91 - 9873939559 to 66  
**Email** : sales@didacindia.com  
**Website** : www.didacindia.com

**Space Contract Form**

Please complete all sections of the form. Kindly retain photocopy of the same and return the original to Arclights Eventz Network Pvt. Ltd.

**Exhibitor Details:**

<b>Company / Organization:</b>		
<b>Contact Name:</b>		<b>Designation:</b>
<b>Address :</b>		
	<b>City :</b>	<b>Country :</b>
<b>Phone No.:</b>	<b>Direct No.:</b>	
<b>Mobile:</b>	<b>Fax:</b>	
<b>Email:</b>	<b>Website:</b>	

**Space Booking Details:**

Cost Heads		Charges (INR)
Space required : .....sq. mtr. <input type="checkbox"/> Raw Space <input type="checkbox"/> Shell Scheme Dimension : ..... mtr. x ..... mtr.(as per floor plan)		
<b>Space Type / Charges</b>	Raw Space:.....sqm @ INR 23500 per sq. mtr.	
	Shell Scheme:.....sqm @ INR 27000 per sq. mtr.	
	20% premium on 2 or more sides open	
Health & Safety cess (as per govt. guidelines)		2000
Mandatory Public Liability Insurance cover		2000
<b>Total Charges</b>		
<b>Applicable Tax (GST @ 18%)*</b>		
<b>Grand Total</b>		

\* Any change in the tax structure at the time of exhibition shall be incorporated in the final Invoice and shall be charged extra.

**Payment:**

To be remitted in favor of 'Arclights Eventz Network Pvt. Ltd.' Current A/c No. 0002169223 payable at CITIBANK N.A., Ground Floor, International Trade Tower, Hotel Royal Park Complex, Nehru Place, New Delhi - 110019, India. Swift Code - CITIINBX, IFSC Code - CITI0000029

**All bank charges must be paid by the exhibitor.**

For booking before 1st March 2023 space request should be supported by 50% advance payment and the balance 50% by 30th April 2023. From 1st March 2023, space request should be supported by 100% payment, subject to availability of space.

**Exhibit Details :** (For additional product information please attach additional sheets)

Description of Products / Services to be displayed.	Detail of Group / Member Companies to be represented.

I / We have read the Terms & Conditions of Participation, printed overleaf, & shall abide by them.

Name:.....

Signature:.....

Designation:.....

Date:.....

Company Stamp:.....

**TERMS AND CONDITIONS FOR PARTICIPATION****DEFINITION**

- The "Exhibition" shall mean DIDAC INDIA 2023, the "Exhibitor" shall mean the party (including employees / agents) to whom the space has been allocated in the exhibition and the "Organizers" shall mean Arclights Eventz Network Pvt. Ltd.

**EXHIBITION SPACE**

- Exhibition Space is available on first- come first- serve basis.
- Each Shell Scheme of min 9 sq. mtr. shall have display panel walls on 2/3 sides, 1 table, 2 chairs, 3 spotlights, One 13 amp socket, fascia board with company name, floor carpeting, 1 wastepaper basket, general security & cleaning.
- Basic facilities cover general lighting, general security & surveillance.

**EXHIBITION TIMINGS**

- The exhibition timings shall be from 10:00 am to 6:00 p.m. on all the days.

**SERVICE CHARGES**

- Exhibitors availing extra services like furniture, equipment, display accessories, additional lighting (over and above normally provided) and power connections for demonstration, are to pay extra charges for the additional requirements. The charges are payable to the Organizers along with complete booking amount.

**TECHNICAL GUIDELINES**

- The Exhibitors are required to take prior approval for any intended modification to the given stall structure and take prior approvals for all stall designs.
- Exhibitors are required to comply with instructions on the subject issued by Organizers regarding schedule for setting up and dismantling of stalls. Failure to comply with the instructions will attract corresponding penalties. Only products, services and companies mentioned on the registration form shall be allowed in the stand.
- Fascia name and stall number will allocate the stall space to the exhibitor and no sub-letting or advertising of firms not bonafide, will be allowed in any manner.
- Signage, display material and leaflet distribution will be permitted only inside the allocated booth area and not at any other place inside or outside the venue.

**OVERALL HEIGHTS OF DISPLAY**

- Normal height of stand shall be 2.50 mtr. If Exhibitors are particular of height more than 2.50 mtr. prior written permission of Organizers may be obtained after submitting appropriate plans.
- Mezzanine floors shall attract additional rentals as per BIEC norms. The exhibitor should contact the organizers for details.

**RIGHTS OF ORGANIZERS**

- To reject any application for space without assigning any reason.
- To amend the terms and conditions of participation and issue additional Rules and Regulations / Manuals for the exhibitors from time to time which shall be binding on the exhibitors.
- To recover from the Exhibitors, compensation for losses / damages caused to the property or reasonable penalty for any willful contravention of these conditions of participation.
- To take action as deemed fit against companies engaging in unethical business practices.
- To postpone, change venue, halls at the venue, place and city, curtail, extend or abandon the exhibition or close some or all sections of it temporarily or permanently if unforeseen circumstances so require. In such circumstances, the exhibitors shall not be entitled to withdraw from the contract or to claim any compensation or damage.
- To take photographs or video film of the interiors of any stall and to use the same for promotional work.
- To refuse permission to any exhibitor to clear his stall if he has not discharged all dues to the Organizers or to retain the exhibits or other goods as collateral security till dues are paid.
- To take the final decision in case of any dispute in interpretation of the conditions for participation or between exhibitors and the decision shall be binding on all parties.

**INSURANCE**

- Organizers shall not be responsible for any loss whatsoever incurred by Exhibitors and they should obtain insurance coverage for their exhibits from warehouse to warehouse against all risks including theft and for the periods covering preparation, setting up, currency, dismantling & return transit.

**GENERAL**

- The Exhibitors will be liable to pay unlimited compensation for any bodily harm to persons {Staff /Agents /Organizers and other Exhibitors} and damage to property of the Venue, Organizers and other Exhibitors caused by himself or his agents during transportation, installation, fair duration and dismantling periods. The Exhibitors shall indemnify the Organizers for any loss, damage either direct or indirect or consequent whatsoever that may be caused on account of acts or omissions of the Exhibitors. The Exhibitors will be given exit permits after the closure of the Exhibition only on clearing of all dues.
- In addition to all rules the exhibitor shall abide by general rules of BIEC.
- Stands shall be manned properly till the end of the exhibition and cannot be removed before the end of the exhibition timings.

**VISA, TRAVEL & STAY**

- Exhibitors shall be responsible for obtaining visas for all concerned to attend the exhibition and in no event shall there be any claim for damages or otherwise against the Organizers in respect of any loss or expense relating thereto.
- Travel & Stay is the responsibility of the exhibitors. The organisers shall only provide assistance, if required and tickets & hotel would be subject to availability.

**NON ALLOCATION, CANCELLATION, NON PARTICIPATION**

- Allocation is subject to receipt of full payment.
- If the Organizers reject an application and do not allow space, payment made by the prospective Exhibitor shall be refunded.
- If the Exhibitor cancels participation before 28th February 2023, 50% of the charges are adjusted and balance is returned to the party. If the Exhibitor cancels his participation after 28th February 2023 all payment made will be forfeited.
- If the Exhibitor fails to turn up for setting up the stall or cancels his participation at the last minute, Organizers shall utilize the space/stand in any manner they deem fit, forfeiting all money paid by the party and the Organizers shall be entitled to recover the amount due.

**PANDEMIC POLICY**

- In the unlikely event of Didac India 2023 being rescheduled or cancelled by the organiser due to the COVID-19 or any other pandemic beyond Infrastructure Resources control, the following recourse is offered to Exhibitors
  - Option 1 (In case of Rescheduling) : The Exhibit contract shall be rolled forward to the rescheduled dates and any advances paid shall be carried forward to the next edition. In case the event is not planned and organised within 13 months of the original scheduled date, Exhibitor has the right to consider Option 2 mentioned below
  - Option 2 (In case of Cancellation) : The exhibitor shall have the following options
    - Adjusting the advance towards the next edition of the event
    - Applying for a refund

**FORCE MAJEURE**

- Under the condition of the force majeure which also includes natural disaster, strike, lock out, closure, riots, war, etc., the Organizers reserve the right to alter the opening dates and duration or even cancel the entire exhibition. In case of change in dates and duration of the Exhibition, the contractual obligation between the Exhibitor and the Organizer remain unaffected. In case of cancellation of the exhibition, the stall rental will be refunded to the Exhibitors after deducting the proportionate costs already incurred by the Organizers and the cost of any additional services provided to the Exhibitor.

**ARBITRATION**

- The implementation of these regulations or supplementary stipulations laid down by the organizers relating to the exhibition shall be deemed to be domiciled at the office of the Delhi Courts. All Disputes, if any, shall be judged according to Indian laws and subject to Delhi Jurisdiction.