

MAIL TO: Neelam Bhagat (Ms.) Trade Fairs Division Confederation of Indian Industry Plot No 249-F, Sector 18, Udyog Vihar, Phase IV, Gurgaon 122 015 Haryana INDIA Tel: + 91-124- 4014060 - 66 Email: neelam.bhagat@cii.in Website: www.autoexpo.in	 16th AUTO EXPO 2023 COMPONENTS 12-15 JANUARY 2023 Pragati Maidan, New Delhi, India	SPACE BOOKING CONTRACT (FORM NO. 1) OVERSEAS EXHIBITOR
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EXHIBITOR DETAILS

Company/Organization:.....
 Address:.....
 City State Pincode..... Country.....
 Phone.....
 Chief Executive..... Designation: Mobile.....
 Contact Person for all Communication..... Designation: Mobile.....
 Email for Communication:..... Website.....

Incomplete forms will not be entertained. Do not leave any items blank. Please write N/A, incase not relevant)

SPACE RENTAL DETAILS

SPACE TYPE	RATE PER SQMT (USD)	SPACE REQUIRED (SQMTR)	AMOUNT (USD)
INDOOR RAW SPACE (MIN 36 SQMTS)	385		
BUILT UP SPACE (MIN 12 SQMTS)	480		
MEZZANINE CHARGES (FOR INDOOR STANDS ABOVE 100 SQMTS ONLY)	193		
		Allowed only 20% of booked area	
Total Space Rent			

OTHER CHARGES

Electricity Charges	Raw Space:10% of the Space Rent (Adjustable) or USD 120 per KW XKW Extra Electricity for Built-up Space for demonstration @ USD 120 per KW.... X KW	
Catalogue Advertisement	Refer to Point No 21 of Rules (at Page 2) for Cost Details	
Total Amount before Tax		
Add GST @ 18 % :.....		Total Tax
GRAND TOTAL		
		Payment Enclosed

SPECIAL PAVILIONS (Please tick in case your company is interested in any of these)

Garage Equipments
 Bearing
 EV Technology
 Innovation/Start-ups

EXHIBIT DETAILS	GROUP COMPANIES
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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 Remittance Details
Dated.....for USD.....towards payment of rental and other charges in favour of
CONFEDERATION OF INDIAN INDUSTRY, New Delhi, INDIA.
 Date:Company Seal.....Name:
 DesignationSignature:



AUTO EXPO 2023 – COMPONENTS GENERAL EXHIBITOR RULES - (OVERSEAS)

1. **Organisers:**
Automotive Component Manufacturers Association of India (ACMA), Confederation of Indian Industry (CII) and Society of Indian Automobile Manufacturers (SIAM)
Address for Communication: Confederation of Indian Industry (CII), Trade Fairs Division 249-F, Udyog Vihar Phase IV, Sector 18, Gurgaon 122 015 Haryana INDIA.
Tel: + 91 124 4014060-67

Email: neelam.bhaqat@cii.in • Website: www.autoexpo.in

2. **Venue :** Pragati Maidan, Mathura Road, New Delhi, India

3. **Exhibitor:** Any Company / Organization participating in AUTO EXPO 2023 – Components.

4. **a) Exhibition Dates :**

Inauguration Day: 12 January 2023 | Regular Visitors: 12 – 15 January 2023

b) Exhibition Timings* : 1000 hrs to 1800 hrs (* Subject to Revision)

5. **Basic Rentals:**

Stand Types	Space Rent
Indoor Raw Space	USD 385 per sqm
Indoor Built Up**	USD 480 per sqm

** Built up space includes Fascia, Carpeting, 4 Spot lights, Display Table, Reception Table, 3 Chairs, One Power Point 5 Amp and Waste Paper Basket, General lighting with every 12 sqm. module. For additional electricity please refer point 9.

6. **SPACE BOOKING PROCEDURE:**

Exhibitor Category	Advance Payment	Deadline	Balance cum Final Payment Deadline*
Early Bird	50% Advance	30.04.2022	01.11.2022
Priority	75% Advance	15.06.2022	01.11.2022
Final	100% Advance	Booking Closes on 31.08.2022 (or subject to availability of space)	01.11.2022

Notes

a) **Outstanding** – Participant who have outstanding on account of participation in previous editions need to clear the same first, to be eligible for applying space at Auto Expo 2023 – Components.

b) The prospective Exhibitor must apply on the Space booking contract form –Form 1 for participation in AUTO EXPO 2023 – Components indicating requirement for built up and/or raw space. The Organisers Group consisting of representatives from ACMA, CII & SIAM 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 / defined rules. The decision of Organiser on space allotment is final.

c) The Exhibition will be spread in New Halls (2-5) of Pragati maidan, New Delhi.

d) Application for space, 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.

e) Overseas Exhibitors to make payment through Bank Transfer in DD/Cheque OR US Dollar as per CII bank details mentioned below. Rental includes passes for staff manning stands during the Fair as per the eligibility and one free entry in the Fair Catalogue.

Remittance Details:

Beneficiary: Confederation of Indian Industry
23, Institutional Area, Lodhi Road,
New Delhi 110003 INDIA

Beneficiary Address: 52205035775

Account No.: Standard Chartered Bank
23, Narain Manzil, Barakhamba Road
New Delhi 110 001 India

Name of the Bank: SCB LINBB DEL

Swift Code : GB42SCBL60910451997017

IBAN No for GBP: DE18512305000018506203

IBAN for EUR: 026002561

ABA NUMBER (USD): 609104

Sort Code of SCB London: 609104

f) **Filling Up of Forms:** It is mandatory to fill the form completely. Incomplete forms will not be entertained. Do not leave any items blank. In case of not relevant please write NA (Not Applicable).

g) Wherever Indoor 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" for AUTO EXPO 2023 - Components.

h) The Organiser reserves the right 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 AUTO EXPO 2023 - Components in New Delhi during the AUTO EXPO 2023 - Components.

i) **The Contract:** The Exhibitor enters into a contract upon submission of this document. The Company (prospective exhibitor) agrees to participate at AUTO EXPO 2023 – Components and to abide by the rules and regulations & bye- laws, handed out by Auto Expo - Components 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. None of the exhibits on display or present at the exhibition premises infringe, or is likely to infringe, any patent, trademark, copyright and other intellectual property rights of any party and agree that in the event of any breach, this contract may be terminated by the organisers unilaterally. In such an event, the exhibitors shall indemnify the organisers against all costs, claims & demands.

7. **Damage to exhibition venue:** The Exhibitor will be required to make good all damages, (or make payment in lieu thereof) to the fair ground facilities/ building etc. incurred during setting up / fair period and/ or dismantling period.

8. **Use of Display Space:** Without the express written permission of Organizer, Exhibitor may not (i) sublet, subdivide or assign its space, or any part thereof, (ii) purchase multiple booths for the purpose of subletting or assigning to third party, or (iii) permit in its booth any non-exhibiting company representative. In case of failure to comply with this provision; Organizers reserves the right to cancel the participation and forfeit all the payment.

9. **Electricity:** Available at 230V Single Phase and 400 V. Three Phase A.C. 50 Cycles. **Charges:** Built-up – Additional requirement @ USD 120 per KW: Raw Space USD 120 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 30th November 2022 (or immediately, if application is sent after this date). The delay in submission will attract surcharge (for details, refer Form 4). 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. The Organiser will provide general lighting in indoor & open areas.

9 a) **Temporary Electricity:** is the electricity required by exhibitor during construction / dismantling period. This will be charged separately on requirement and duration basis. For more details please refer to Exhibitor Services Manual or contact Secretariat.

10. **Mezzanine Construction:** 20% of the area for Construction of Mezzanine is permitted for stands above 100 sqmts only. Extra rentals at 50% of raw space costings will be charged separately. For details refer to Exhibitor Manual.

11. **Cancellation:** By signing and concluding of this contract, the exhibitor hereby agrees to indemnify the organizer for the losses at the following rates, in case of withdrawal of participation OR reduction of space at a later stage

* From 15th April to 31st May 2022: at 50% of total rentals

* From 01st June to 31st August 2022: at 75% of total rentals

* From 1st September 2022 onwards: with the full stand rentals.

12. **Approval for Design of Stand:** The stand design drawings along with to-scale mock-ups, complete with details of exhibits, electricity and other installation, in 4 copies, should be submitted for Organiser's approval, latest by 15th December, 2022. **A penalty of USD 1500 will be levied on drawings received after this date).** In case of non-receipt of stand drawings by 15th December 2022, the Organisers are at liberty to allot the stand to another exhibitor. The Exhibitor is liable to pay for the space rentals in full to the Organiser.

13. **Sale of Exhibits:** are subject to Government of India approvals (to be taken by exhibitors and submit the copy to organizers) and fulfilling tax formalities of relevant Government Authorities. Exhibits on display will be allowed to be removed only after the closure of the show.

14. **Removal of any Exhibit:** during the fair period is prohibited.

15. **Clearance of Exhibits:** All Exhibits including stand material to be removed by 0800 hrs on 16 January 2023. After closure of Exhibition on 15 January 2023, organizer will not be responsible for loss / theft of any of the exhibits or penalty by venue authorities; if Exhibitors fail to comply with this date.

16. **Handling of Exhibits Customs and Import Procedures:** The ORGANISER will appoint official clearing and freight forwarding agencies for AUTO EXPO 2023 - Components 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.

17. **Duty Free Temporary Importation of Exhibits:** This facility is extended only to Overseas Exhibitors in AUTO EXPO 2023 - Components who have registered by remitting space rent in foreign exchange.

18. **Possession of Stands:**

- a) Built Up Space – 11 January 2023, 1000 hrs
- b) Raw Space – 10 January 2023, 1000 hrs

19. **Stand Completion:** By 1700 hrs on 11 January 2023 with all exhibits in position.

20. **Exhibitor Catalogue Entry:** All Confirmed Exhibitors will get a free entry in the AUTO EXPO 2023 – Components Exhibitor Catalogue. Exhibitors are required to submit the Form No. 3, duly filled in, as per schedule.

21. **Advertisement in the Exhibitor Catalogue:** All Exhibitors are invited to advertise in the Exhibitor Catalogue. The rates for advertisements in the AUTO EXPO 2023 - Components Catalogue are given below. Exhibitors are required to return the Form No. 2 duly filled in along with advertisement material as per schedule. The last date for application for advertisement is 15th December 2022.

Full Page - Colour	USD \$ 2000
Back Cover	USD \$ 8500
Inside Front Cover	USD \$ 5000
Inside Back Cover	USD \$ 4000
Page Facing Inside Back Cover	USD \$ 3000
Banner Advertisement (For details, please contact the Secretariat)	USD \$ 7000

22. **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.

23. **Security:** While general security will be provided at entry / exit points of the halls on all days; exhibitors are advised to keep security during construction / dismantling days for safeguarding their exhibits. Security Guards inside the Stands/Halls not allowed at night during exhibition days.

24. **Photography:** The Organiser reserves the right to photograph/video shoots any stand/ exhibit for their use.

25. **Settlement of Dues & Stand Possession:** All expenses chargeable to an exhibitor must be settled before taking possession of the stand. In the event of non-clearance of outstanding, organiser reserves the right to refuse possession to any exhibitor.

26. **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, change in government's/regulatory policy, government order, epidemic, pandemic, public health and safety emergency, quarantine, outbreak of any infectious disease, deceleration of containment zones in case of outbreak of any infectious disease (including but not limited to COVID-19), Central or State Government announced lockdowns, civil protests or demonstration, blockage of public road or passage or any of the cause not within the control of the Organisers, the Organisers may, at their own discretion refund the space rental paid by the Exhibitor, or part thereof, but shall be under no liability of any action, claim for losses or under obligation to refund space rental or any borne by exhibitor for participating at the above said event.

The rules stated herein above shall be governed by and construed solely and exclusively in accordance with the laws of India. The courts at New Delhi shall have the exclusive jurisdiction with respect to any disputes in relating to the subject matter hereof.

27. **Taxes:** Taxes will be charged as per the prevalent taxes applicable under the advice of Government of India during final billing i.e (January 2023)