

To  
**Organising Secretary,**  
**Indian Technology Congress**  
**(Promoted by Foundation for Educational Excellence)**  
 #3, 4TH Floor, First Main, BDA Layout, Kodihalli, HAL 2nd Stage,  
 Bengaluru – 560 008. Ph : 080 – 65592501 TeleFax : 48508380,  
 Email : participate@techcongress.net

**ITC - 2018**  
**05 & 06 September 2018**  
 NIMHANS Convention Centre  
 Bengaluru

**STALL RESERVATION FORM**

Dear Sir,

DATE :     /     /2018

We hereby forward the application form duly filled in together with the demand draft towards stall charges. We acknowledge explicitly that we have read and accepted in full the rules and regulations of the exhibition guidelines and by submitting this application, we undertake to comply with the same. (Exhibition Guidelines, rules and regulations enclosed separately).

Name of the Exhibiting Company :

Contact Person : Mr. / Ms.

Address :	Phone No. with area Code
	Mobile No.
	Fax :
	E-mail :

City	Website :
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Pin Code	
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Brief Description about the exhibits (Please enclose Leaflet / Catalogue / Brochure, etc. for ready reference separately)

Sl. No.	
1	
2	
3	
4	

**Stall Requirement :**

Stall Size : 3m x 3m	No. of Stalls required _____	Preferred Stall Nos.				
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**PAYMENT :**

I / We enclose a Local Cheque / DD / Banker's Cheque for Rupees \_\_\_\_\_

\_\_\_\_\_ in favour of "Indian Technology Congress" Payable at Bangalore vide Local Cheque / DD No.

Dated \_\_\_\_\_ drawn on Bank \_\_\_\_\_ Branch \_\_\_\_\_

(Note: **Outstation cheques will not be accepted**)

Place :	
Date :	Signature

# EXHIBITION GUIDELINES, RULES AND REGULATIONS

## A. GENERAL INFORMATION :

1. Organiser : **Indian Technology Congress**
2. Communication : **Organising Secretary, Indian Technology Congress,  
(Promoted by Foundation for Educational Excellence)**  
#3, 4TH Floor, First Main, BDA Layout, Kodihalli, HAL 2nd Stage, Bengaluru – 560 008.  
Ph : 080 – 6559 2501 TeleFax : 4115 2496  
Email : participate@techcongress.net, Website: www. techcongress.net
3. Venue : NIMHANS Convention Centre, Bengaluru..
4. Date : **05 & 06 September 2018**
5. Facilities : Stall size 3m x 3m, Sides covered with polycam Panels, Flat Facia with cut letters, One Table, 2 Chairs, 3 Spot Lights, One 5 Amps Power Socket, and Carpet Flooring. Extra Tables / Chairs available at the venue at cost. Coffee / Tea and Lunch coupons for two persons per stall for all the Two days will be provided.
6. Stall Layout : Schematic Layout attached separately. (Stall layout is indicative only and may change to a minimum extent depending on the actual area available).
7. Target Audience : Director and Heads of Academic and Research Institutions, Public Sector Companies, Government Officials and Public Policy Makers, NGOs, Investors, Fund Managers, CEOs, Directors, Heads of CSR, Heads of International Funding Agencies (Exhibition will be open for all two days)
8. Recognition : Certificate of Participation and Memento will be issued to all the exhibitors and Listing of all the Exhibitors with their product details, Contact Nos. etc will be published in the Souvenir as single Page (Colour) Advertisement.

## B. STALL RENTALS

i) 3 x 3 Mtrs = Rs. 7,200/- per sq. mtr + Service Tax (Premium)

ii) 3 x 3 Mtrs = Rs. 4,500/- per sq. mtr + Service Tax (Pavilion)

iii) 3x2 Mtrs = Rs. 3,400/- per sq. mtr + Service Tax (MSME)

Additional requirements will be billed at actual as per requirements

Service Tax, will be charged extra as per Govt. Norms

For exhibit layout, additional requirements, customization of kiosk, kindly contact

**Er. S. Shanmugam** (+91 9980610017 E-mail : shanmugam@techcongress.net)

- C. PAYMENTS** : All Payments to be made in favour of “**Indian Technology Congress**”. Payments in the form of Local Cheque / DD. Full Payment should reach at least **TEN** days before the start of event. (Note : **Outstation cheques will not be accepted**)

## D. GUIDELINES

1. Stall Allotment : Allotment of stalls will be strictly on the basis of "First come first basis" within the planned cluster, which will be decided by the organisers.
2. Cancellation : Failure to make full payment as per schedule would render cancellation of stall booking. After making the payment, no cancellations of stalls permitted and no refund will be made in such cases.
3. Advertising : Display material should be restricted to stall area and loud music not permitted. No display boards should be exhibited in the premises.
4. Liability : Organisers are not be liable in any form for any loss or damage to exhibitors property at the venue or injury to their personnel and visitors. However, night security will be provided as an extra precautionary measure to safeguard the stalls.
5. General : The decision of the Chairman-ITC-2018, Bangalore will be final and binding in regard to change in layout and enforcement of these rules and regulations as laid down by the organisers.
6. Jurisdiction : All disputes are subjected to Bangalore Jurisdiction.
7. Timing : The exhibition will be open for participants and general public between 10 a.m. to 6 p.m.