



## PUNJAB INTERNATIONAL TRADE EXPO



9-13  
APRIL 2021  
RANJIT AVENUE, AMRITSAR

### SPACE RESERVATION FORM

Please fill and Email this Form to [tradefairs93@gmail.com](mailto:tradefairs93@gmail.com)  
Booking closes on 31st March 2021

We shall be participating at PITE 2021, Amritsar.  
Kindly reserve the Exhibition Space for us.

Name of the Organisation \_\_\_\_\_

GST No. of the Organisation (Mandatory) \_\_\_\_\_

Complete Postal Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Pin/Zip Code \_\_\_\_\_

Telephone Nos. (with ISD/STD Code) \_\_\_\_\_ Fax No. \_\_\_\_\_

Email ID \_\_\_\_\_ Website \_\_\_\_\_

Name of the Authorised Signatory \_\_\_\_\_ Designation \_\_\_\_\_

Telephone Nos. (with ISD/STD Code) \_\_\_\_\_

Type of Organisation ☐ Government Department ☐ Public Sector ☐ Joint Sector ☐ Private ☐ Others (Please specify) \_\_\_\_\_

Products Manufactured/Services Provided \_\_\_\_\_

Name on the Fascia of the Stall (25 letters only incl. space) \_\_\_\_\_

Types of Products/Services to be displayed \_\_\_\_\_

| Rental for<br>Exhibition<br>Space<br>(per sqm) | Space Categories   | Domestic Rates<br>(INR) | Overseas Rates<br>(USD) | Area : _____ sqm  | * 20% Premium on basic<br>space rentals for Island<br>stall<br>* 15% for 3 side open<br>* 10% for 2 side open |
|--|--------------------|-------------------------|-------------------------|-------------------|---|
|  | Indoor Shell Space | 6800                    | 125                     | Stall No. : _____ |   |
|  | Indoor Raw Stall   | 5800                    | 100                     | Hall No. : _____  |   |
|  | Outdoor Raw Space  | 4000                    | 90                      |                   |   |

\* Actual rates of premium on rentals may vary at the time of booking.

GST number of all the Exhibitors is mandatory. TDS should not be deducted on space rental, unless amount credited/paid on account of the rent during financial year exceeds Rs. 2,40,000/- under section 194 (l) of Income Tax Act. 1961 (w.e.f. 1 April 2019).

|                     |  |  |                     |             |             |           |
|---------------------|--|--|---------------------|-------------|-------------|-----------|
| Payment<br>Schedule | <ul style="list-style-type: none"><li>50% of the total amount payable to be deposited with submission of this form</li><li>Balance &amp; full payment to be deposited on or before <b>31 March 2021</b></li><li>100% advance payment of space rental &amp; all taxes (as applicable) for overseas participants</li></ul> |  |                     |             |             |           |
|                     |  |  |                     |             |             |           |
| RTGS Details        | Beneficiary  | Bank   | Current Account No. | IFSC Code   | Branch Code | Bank Code |
|                     | PHD Chamber of Commerce & Industry   | Bank of India, SCO 76-82 Sector 31 A, Chandigarh | 621120110000016     | BKID0006211 | 6211        | 013       |

Enclosed Cheque/DD No: \_\_\_\_\_ Dated \_\_\_\_\_ drawn in favour of "PHD Chamber of Commerce and Industry"  
payable at Chandigarh /New Delhi, on Bank \_\_\_\_\_ for (amount) Rs. \_\_\_\_\_

Date \_\_\_\_\_ Authorised Signatory \_\_\_\_\_

Allotment of Stalls is strictly on first-come-first served basis. PHD Chamber reserves the rights to change any specification without prior notice.

MAIL TO: [tradefairs93@gmail.com](mailto:tradefairs93@gmail.com)

**PHD Chamber of Commerce and Industry**  
Regional Office  
PHD House, Sector 31A, Chandigarh 160 030 India

**Punjab Office**  
SCO-104, 3rd Floor, District Shopping Complex  
Ranjit Avenue, Amritsar  
GSTIN: 03AAACP1438L1ZM

Hotline

**0172 264 2334**

10.00 am to 5.00 pm

**For Space Booking and Sponsorships :**

M : +91 98551 66547 | +91 99141 12334

M : +91 99141 12335 | +91 87259 99300

# RULES & REGULATIONS

## ORGANISER

PHDCCI, PHD House, Sector 31A, Chandigarh  
160030, India

**Date: 9-13 April 2021**

**Timing: 10:00 to 20:00 hrs**

**Venue: Ranjit Avenue, Amritsar, Punjab**

## EXHIBITOR:

Any company/organization/state/country participating in the exhibition. Organisers reserve the right of participation.

| Space Categories   | Domestic (INR) | Overseas (USD) |
|--------------------|----------------|----------------|
| Indoor Shell Space | 6800           | 125            |
| Indoor Raw Stall   | 5800           | 100            |
| Outdoor Raw Space  | 4000           | 90             |

Premium on basic rentals for 2, 3 & 4 side open stalls.

The Organiser will provide the following facilities in shell scheme.

| Stall Size (Sqm) | Tables | Chairs | Focus Lamps |
|------------------|--------|--------|-------------|
| 9                | 1      | 2      | 3           |
| 12               | 1      | 2      | 4           |
| 15               | 2      | 4      | 5           |
| 18               | 2      | 4      | 6           |
| 21               | 2      | 4      | 7           |
| 24               | 2      | 4      | 8           |
| 27               | 3      | 6      | 9           |
| 30               | 4      | 6      | 10          |
| 32               | 5      | 8      | 10          |
| 36               | 5      | 8      | 12          |

Each booth will have modular structure, fascia with company name, one electric plug point- 5/15 amps, synthetic carpet, waste paper basket & general security during the fair period

The prospective EXHIBITOR should apply on the application form participation, together with advance payment including 50% space rentals and security deposit. **GST as per Government of India Guidelines is applicable.** All bookings will be made on first-cum-first-served basis subject to receipt of all advance payments.

## EXTRA FURNITURE:

Extra furniture will be available with the contractor on chargeable basis.

## REGISTRATION FOR PARTICIPATION:

It is mandatory for exhibitor to forward the registration form to PHD Chamber, Chandigarh, along with advance payment i.e. 50% space rentals for participation.

## ALLOTMENT OF EXHIBITION SPACE:

All bookings will be made on first-come-first-served basis subject to the receipt of all advance payments. Organizers will make confirmation of allotment of space on receipt of the registration form duly signed along with appropriate advance payment. Organisers reserve the right to allocate space, change the layout plan, add or delete corridors as shown in the space plan. Organisers reserve the right to reduce the allotment of space to any applicant without assigning any reason.

## PAYMENT SCHEDULE:

All payments should be made by Demand Draft payable to "PHD Chamber of Commerce and Industry" payable at Chandigarh/ New Delhi. Advance payment including 50% space rentals at the time of booking. **Full payment by 31 March 2021 or before.**

## SETTLEMENT OF CHARGES:

Any and all expenses chargeable to an exhibitor must be settled before the close of fair to ensure smooth removal of goods from the fair site.

## STAND COMPLETION:

By 2000 hrs with all exhibits in position on 8th April 2021 positively. Work will not be allowed after that due to security reasons.

## REMOVAL OF EXHIBITS:

Removal of any exhibit during the fair period is prohibited. Negotiations for sale, however, may be conducted. Removal of exhibits and other materials shall be allowed only after 2100 hrs on the last day of PITEX after the closure of the exhibition.

## MOVEMENT OF VEHICLES:

Vehicles containing exhibition material will be allowed up to a certain point at the venue. All vehicles must provide list of items being carried in the exhibition area and receive the pass for the same, which will be required at the end of the exhibition for the removal of exhibits and other material.

## CANCELLATION:

The prospective exhibitor is liable to forfeit the entire space rental in case of cancellation.

## SALE OF EXHIBITS:

Exhibitors are allowed to conduct negotiations for sale subject to mandatory clearance from Excise & Sales Tax Department and also ensure that exhibit will not be removed during the exhibition hours. Exhibits to be displayed during the fair can be brought one day before the start of the Fair.

## LOCATION TAX FORMALITIES:

Participation / Sale of Exhibits are subject to mandatory clearance from Excise & Sales Tax Department, Chandigarh. All Exhibitors are required to produce necessary clearance before taking possession of the stall.

## BINDING TERMS OF CONTRACT:

The submission of the registration form duly signed by an authorized officer of the exhibitor shall be deemed as confirmation of participation and acceptance and becomes binding as soon as the organisers have confirmed the allotment of space to the applicant. Dispute, if any, will be subject to Chandigarh Jurisdiction.

## VIOLATION OF RULES:

The organizers reserve the right to decide on the fulfillment of the rules and have the authority to demand removal/change of any structure, which is found not in conformity with the rules and can also cancel a confirmed booking without assigning any reason. The decision of the organizers will be final and binding.

## DAMAGE:

Exhibitor will be required to make good all damage to the fair facilities caused during the installation/ dismantling of their exhibits.

## SAFETY & SECURITY:

Organisers will not provide overnight security on the day prior to the exhibition and the last day of the exhibition. Safety & Security of all exhibits in the stalls will be responsibility of the exhibitors only.

## STALL POSSESSION:

Stall will be allocated after acquiring clearance and stall possession certificate from on-site accounts office of the organisers.

## INSURANCE OF EXHIBITS:

Exhibitors are responsible for insuring their exhibits for the fair period.

I/We have read the General Exhibition rules mentioned above and confirm that we shall abide by these rules.

Name \_\_\_\_\_ Designation \_\_\_\_\_ Mobile No. \_\_\_\_\_

PUNJAB INTERNATIONAL TRADE EXPO

LAYOUT PLAN

RANJIT AVENUE, AMRITSAR . PUNJAB

