

# Prescribed Form Booth Design & Construction Contractor's Registration

Deadline: 7<sup>th</sup> June, 2024.

This form must be submitted by all raw space or built-up booth exhibitors, who appoint an empaneled booth design & construction contractor for their booth at 15th HGH India, July 2024. The contractor will not be permitted to do construction at venue and will not be authorized to represent the exhibitor with the organisers in any way, unless this form along with the payment is received by the organisers by the deadline. No designs sent by non-empaneled contractors will be approved by the organisers.

Exhibitor Name:.....Booth No.:.....

Contact Person:..... Designation: .....

Tel.:..... Email:.....

Booth:.....Sq. Meters.       Raw Space       Built-up Booth

We have appointed the following company as the contractor for designing and construction of our booth as above at 15th HGH India, July 2024. They are empaneled and authorized to act and co-ordinate technical details on our behalf with the organisers of HGH India. They may be issued Technician badges on our behalf upon written request. We shall be responsible for their acts during our booth set-up and dismantling activities at the venue of the trade show. The details are as mentioned below:

Contractor's Company Name:.....

Full Address:.....

Contact Person:.....

Tel.:..... Fax:.....

Mobile:..... E-mail:.....

Nature of Establishment:

Proprietor.....Pvt. Ltd.....Ltd.....

Number of Years in existence.....

Annual Turnover of the Contractor (Please  tick appropriate box):

₹ 10-50 Lacs     ₹ 50 lacs to 2 crore     ₹ 2-5 crore     ₹ 5-10 crore     Above ₹ 10 crore

GST No.:.....

GST %:.....HSN Code.....SAC Code.....

We have worked with contractor before     We are working with this contractor for the first time

Attached please find:

GST Certificate of booth construction co.     Undertaking     Copies of permissions

We are remitting herewith our Cheque / DD no.....dated.....for a sum of

₹ .....drawn on.....in favour of "Texzone Information Services Pvt. Ltd." or vide RTGS transfer towards the security deposit for booth construction

from our company     from our booth construction company.

Please find below given bank details for RTGS:

Beneficiary Name : TEXZONE INFORMATION SERVICES PVT. LTD.

Bank Name : STATE BANK OF INDIA ■ Branch : (00290) Worli (North), Mumbai, Nirlon House, Dr. A. B. Road, Worli, Mumbai - 400 030.

Account No. : 32203547274 ■ IFSC : SBIN0000290

.....  
Exhibitor's Signature and Seal

.....  
Contractor's Signature and Seal

Please send to the organiser:

**HGH India Team**

201, Rajan House, Appasaheb Marathe Marg, Opp. Century Bhavan, Prabhadevi, Mumbai - 400025

Mob.: +91 99 676 00576, Tel.: +91 (22) 6997 1122, ■ E-mail.: exhibitors@hghindia.com

For important information, please turn over

### *Important Information on Contractor Registration*

1. Failure to submit this Prescribed Booth Design & Construction Contractor's Registration form will result in non-issue of Booth Construction Permission by the organisers, without which your contractor will not be allowed to enter HGH India premises and start your booth construction.
2. Please refer **exhibitor check-in / check-out schedule on page no. 5** of the Exhibitor's Manual, for booth Set up & dismantling timings. Work beyond these timings will amount to delay and will attract penalties prescribed for late completion of booth.
3. Please take the possession of your booth in time as listed. If you take late possession of your booth, you will not be allowed extra time to complete the same.
4. The contractor should finish all booth construction activities like structure, woodwork, painting and finishing by 10:00 am on 1<sup>st</sup> July , 2024, after which these activities will not be allowed. No major carpentry work, spray paint and polish work will be allowed at the venue at any time. Contractors must bring prefabricated structure and give only assembly and finishing touches at the venue. They must complete electrical, graphics and product display work by 10:00 pm on 1<sup>st</sup> July , 2024.
5. After the above timings, a penalty of ₹ 10,000/- per hour, per booth for the work carried out after the above mentioned deadlines would be applicable.
6. Please refer to page no. 7, 8, 9 & 10 of this Exhibitors Manual for the Booth Design & Construction guidelines.
7. A Damage & Performance Bond (Refundable Security deposit - This security deposit will be refunded after 30 days after completion of HGH India 2022) of ₹ 25,000/- per booth for area up to 50 sq. mtrs. and ₹ 50,000/- per booth for area above 50 sq. mtrs. is to be paid by the appointed Booth Contractor along with the design submitted for approval through Cheque / demand draft favouring "**Texzone Information Services Pvt. Ltd.**" payable at Mumbai.
8. Any damage to the venue property, carpet or electrical fittings by the exhibitors/ contractors or penalties applicable, if any, will be charged to your account by the onsite organiser officials and will be deducted from the security deposit.
9. Exhibitors have to submit a "**Stability Certificate**" from a Government approved Structural Engineer for the Mezzanine structure being created. Copies of the same must be submitted to the organiser before the design can be app