



INDIA TRADE PROMOTION ORGANISATION

25th India Leather & Accessories Fair (ILAF), Kolkata, September 14-16, 2022

Application Form

1.	Name of the Company/Organisation	
2.	Address:	
3.	Tel/Mobile No	
4.	E-Mail:	
5.	Contact Person	
6.	PAN (Mandatory)	
7.	GST No.(Mandatory)	
8.	Space Requirement (in Sq Mtrs)	Area : Shell Scheme or Bare Space :
9.	Product to be displayed	
10.	Payment Details	
	Amount Paid (Rs.)	
	Drawn on (bank)	
	In favor of	INDIA TRADE PROMOTION ORGANISATION A/C IILF
	Payable at	Kolkata
	<i>UTR no.oif remittance through RTGS/NEFT or DD No.</i>	

We have read the rules and regulations of participation and we agree to abide by the same.

Place:
Date:

Signature of the Authorised
Representative
(Company Seal)
Name :
Designation:

25th India Leather & Accessories Fair (ILAF), September 14-16, 2022

RULES & REGULATIONS OF PARTICIPATION

1. ITPO reserves the right to select participants/exhibits to be displayed at its sole discretion.
2. Space allocation will be made by ITPO at its discretion and the decision will be final and binding.
3. Stall of 9 sq. mtrs. comprise of a built up stand with fascia writing and general lighting. No nailing will be allowed for fixing photographs etc. The interior design of the stalls will have to be within the architectural guidelines prescribed by ITPO. Participants will be responsible for the interior decoration, maintenance of cleanliness etc. of their stall(s).
4. No stand should be left unattended during the exhibition hours. The staff of the participants must be present at least half an hour before the opening and up-to the close of the fair.
5. Activity which in the opinion of ITPO amounts to nuisance or annoyance will not be allowed. ITPO shall have the right to take remedial action in such cases.
6. Participants will not be allowed to remove the exhibits during the show without specific written permission from ITPO.
7. Exhibits must not obstruct passages, fire extinguishers, cable terminals for phone connections, outlets for electricity and water etc.
8. Space will be vacated within one hour of the close of the Fair. Participants who fail to vacate the space will be liable to pay penalty to ITPO (as prescribed by ITPO) and ITPO shall have the right to remove the exhibits/material etc. of participants at the risk and cost of the participants.
9. No refund/adjustment of participation fee will be made by ITPO.
10. The decision of CMD, ITPO or his nominee shall be final and binding on the participants on the interpretation of these rules and regulations.
11. Empty case(s) will not be allowed to lie anywhere in the exhibition ground. These will have to be removed at least 24 hours before the opening of the fair, failing which ITPO will have the right to remove them at the cost of the exhibitor.
12. ITPO will make general security arrangements. However participants will be responsible for the security of their exhibits and stalls. They will make security arrangements of their stall through security agencies approved by ITPO.
13. All participants are required to follow Covid-19 appropriate behavior.
14. All Exhibitors are advised to follow GST rules as prescribed the Government.

Place:
Date:

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(Company Seal)
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