



Jawaharlal Nehru International Stadium Ground, Kaloor, Kochi. 10th to 28th August 2012.  
PAN No: AA ACT7597G. Service Tax Reg.No.: AA ACT7597GST001.

### EXHIBITION BOOKING FORM

Registered Name of the Exhibitor : .....

Exhibitor Name on Fascia Board : .....

Address : .....

Phone : .....

Email : .....

Website : .....

Contact Person : .....

Designation : .....

Mobile No. : .....

Name of the Exhibitor/  
Booth Manager : .....

Contact Phone No. : .....

Proposed Exhibits : .....

Booking Space : .....

No. of Units : .....

Total Amount Due (in words) : .....

Payment Details : .....

Service Tax at 10.3% extra or as applicable at the time of exhibition.  
All payments shall be made in the name of Malayala Manorama, payable at Kottayam.

Declaration by the Exhibitor : .....

In submitting this booking form, the exhibitor agrees to all the points in the conditions of participation and confirms to have received them.

Authorised Signatory

Name : .....

Address with company seal : .....

City ..... Date.....

## Terms and Conditions:

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The event is being organised by Malayala Manorama and is scheduled from 10th to 28th August 2012, at Jawaharlal Nehru International Stadium Ground, Kaloor, Kochi. Exhibitors will be intimated on the schedule for dressing up/occupancy of stalls. The organisers reserve the right to change place, exhibition area, date and time of the event at any time.

The organisers retain the right to refuse admission without giving any reason, before or during the event. The refusal of admission shall not result in any right whatsoever to any payment of damages. The booking form may not contain any reservation or condition and the organizers have the right to accept or reject the booking.

With the signing of the booking form, the exhibitor undertakes to participate at the event in the exhibition space to be allocated and to accept without reserve these Terms and Conditions and any subsequent regulations that may be made at any time by the organisers of the event.

The complete booking form shall be signed by a representative of the exhibiting company. The booking form shall contain complete payment details.

Exhibitors shall register the full company name and data regarding all the organisations they represent and whose products are to be presented in the exhibition space.

The assigned space may be ceded in part or in whole.

Cancellation of the exhibitor's participation in the event shall be communicated by the exhibitor to the organiser by registered letter 7 days before the commencement of the exhibition. The organiser shall have the right to retain any sums paid to whatsoever end and to make such use of the exhibition area relinquished as he should think fit without whatsoever prejudice to any further legal action for the recovery of the full amount due for the booking any greater damage that may have been caused to the organiser.

The organisers shall allocate exhibition space on the basis of overall designs, availability as well as stated preferences. The organiser reserves the right to change the placing of the exhibition space allocated or the overall design or any part thereof as and when necessary.

The facilities provided will be limited to those stated in the event brochure.

The exhibition plan and stand features or any decoration, additions, alterations will have to be approved by the organisers.

Payment in complete must be made along with the booking form. In case of a booking not being accepted only the sum paid shall be reimbursed.

The exhibitors may distribute/display promotional material regarding the products exhibited solely from their exhibition space. No promotional material may be exhibited beyond the exhibitor's allotted space other than with expressed permission of the organiser.

The organiser shall provide general security service, but declines any responsibility towards the security of products/services displayed in the allotted space by theft, fire or third party liability. The exhibitor is solely responsible for the security of its own exhibit materials and undertakes to take adequate insurance to cover this. The exhibitor agrees to waive its rights of subrogation against the organisers.

Exhibitors must wear their name badge at all times during the opening hours of the exhibition as well as set up/break down times.

The exhibitor agrees to protect, indemnify and hold harmless the organisers and its staff and directors from any losses costs, damages, liability or expenses including legal fees arising from or by reason of any accident, bodily injury, property damage or other claims or occurrences to any person, including other exhibitors, visitors, attendees, arising out of or related to exhibitor construction, removal, maintenance, occupancy or use of the venue including storage or parking areas. The exhibitor shall obtain adequate insurance and produce upon request the said coverage.

The organiser shall not be responsible for any cancellation/shortening of the event schedule or such event by any natural acts or acts of God or any created situations like bandh, hartal, civil unrest or legal issues. The organisers shall have no liability for any failure to perform its obligations hereunder where such failure to perform was due to any riot, strike, civil disorder, acts of war, acts of God or any other cause of any kind whatsoever not within the organisers reasonable control.

The exhibition spaces shall be handed back in the same condition in which they are consigned. In case of damage the costs of repair shall be met by the exhibitor.

All materials used by the exhibitor shall comply in all respects with all applicable laws, rules and regulations, including fire safety and electrical equipment.

The exhibitor will have no claim against the organiser of their contractors with respect to any loss or damage consequent on the prevention or abandonment of the exhibition or the exhibition area or building becoming wholly or partly unavailable for holding of the exhibition for reasons beyond the control of the organisers and their contractors.

The organisers reserve the right to introduce any changes to these Terms and Conditions that may deem necessary for the improvement of the exhibition and the associated services at any time and with immediate effect. In the case of non-observance of these Terms and Conditions and any subsequent modifications to the same the organisers reserve the right to close the exhibition space. In such a case the exhibitor shall have no right to any reimbursement and compensation of whatsoever nature.

In event of the event not taking place by whatsoever cause including acts of God, the booking amount and only the amount shall be reimbursed to the exhibitor. In case of the event being suspended after its opening, no reimbursement of whatsoever nature shall be due to the exhibitor.

All extra electrical fittings and electrical consumption is liable to be billed at actuals. The exhibitor is expected to gain express permission of the organiser for all extra fittings.

The organisers reserve the right to change the dimensions of the booth allocated without prior notice and without assigning any reason for the same thereof. Only difference in payment of stall charges will be reimbursed in this case.

The organisers reserve the right to limit the number of personnel manning any stall.

All participants are required to comply with the provisions of the Service Tax, Sales Tax Act Regulations or any Tax or Levies as applicable by the Central and State Governments enforceable at the time of the event. The participants are also required to comply with the provisions of any other law as required by the Govt.

The participants cannot sublet the stalls to third parties, transfer the stalls, and utilise the stalls other than for the purpose for which the said stall has been contracted for.

Goods, materials, objects which are hazardous, inflammable, banned, illegal, forbidden or deemed inappropriate by the organisers will not be allowed at the venue.

In case the participant does not take possession of the stall by 2 PM on the opening day of the event, the organisers reserve the right to allot the stalls to others without refunding the payment made.

Exhibitors shall not obstruct the view of adjoining stalls with exhibits. The stall cannot be operated in any manner objectionable to the other exhibitors. All lighting within the stall must be arranged and operated so as not to be distracting to other participants. Televisions, computers, radios and other digital equipment/sound devices operated in a manner objectionable to organisers/other exhibitors shall be prohibited.

Organisers reserve the right to extend/reduce/amend exhibition timings.

The merchant (occupant of the booth) shall be completely responsible for all the products or services or display or sale at the booth. The organisers shall be fully absolved of all responsibility for the transaction or any damages resulting out of it.

For any payment deducting TDS, please ensure that the TDS certificate is issued in as per the following guideline. Under Sec. 203 of the Income Tax Act, Tax Deduction Certificate shall be issued to us within 15 days from 15th July, 15th October, 15th January of the financial year respectively for tax deducted during April-June, July-September, October-December and 15th May of the financial year immediately following the financial year for January-March. If TDS certificate is not issued as per the same, the amount deducted under TDS shall be considered outstanding from the client and will have to be settled immediately.