

PackPlus⁺ 2010

The Total Packaging,
Processing and Supply Chain Event

Title Sponsor



3-6 December, 2010, Pragati Maidan, New Delhi, India

EXHIBITORS MANUAL



Print-Packaging.com (P). Ltd.
F 101, Tower No. 7, First Floor,
International Infotech Park, Vashi Railway Station,
Vashi, Navi Mumbai 400 705.
Tel: 91-22-27812093, 27812619, 27812657
Fax: 91-22-27812578
Email: info@packplus.in
Website: www.PackPlus.in

Find Your Profit Zone

PACKAGING ZONE

This segment will showcase the India Packaging Show.

CONVERTING ZONE

Featured here is the Converting Show, Flexo Show and Corrugated Show.

PROCESSING ZONE

Food Technology Show, Pharma Technology Show, Automation 4 Packaging Show, and others will come under this zone.

SUPPLY CHAIN ZONE

Bulk Pack, India AIDC Show, and India Logistics Show from this segment.

Packaged

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EXHIBITOR CHECKLIST

All Exhibitors are requested to complete the checklist
and return it to the Organisers

New Delhi Office: E6, First Floor, Lajpat Nagar-II, New Delhi 110024.

Tel: 91-11-29812934/29812834 Fax: 011-41722130

Company Name: _____

Stand No: _____

Address: _____

Tel: _____ Fax: _____

Email: _____ Website: _____

Authorised by: _____ Signature: _____ Date: _____

Mandatory Forms:

Particulars	Deadline	Service Required	Service Not Required
Form No.1 - Exhibitor Directory Listing	5 November		
Form No.2 - Name on Stand Fascia	10 November		
Form No.3 - Exhibitor Badges	10 November		
Form No.4 - Stall Possession	On possession		
Form No.5 - Exit Pass (On Site)	On Exit(6 copies)		

Optional Forms:

Particulars	Deadline	Service Required	Service Not Required
Form No.6 - Host/ Hostess	10 November		
Form No.7 - Additional Furniture (Rental)	10 November		
Form No.8 - Security Guards	10 November		
Form No.9 - Advertising in Exhibition Catalogue	10 November		
Form No.10 - Electricity/ Power Connection	10 November		
Form No.11 - Compressed Air Connection	10 November		
Form No.12 - Audio/Visual Equipment (Rental)	10 November		
Form No.13 - Potted Plants & Flowers	10 November		

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Foreword

Dear Exhibitors,

We value your participation in PackPlus 2010 and would like it to be smooth and profitable. This manual is designed to simplify your preparations for the event.

The Exhibitor's manual has been prepared to provide you with not only the essential information and guidance with all aspects of the physical preparation and onsite management of your stand, but also other additional resources and information details that you may need.

We strongly recommend that you read the entire text to make the best use of this manual. Please fill up and return the forms well in advance of the deadlines.

Adequate care has been taken to ensure inclusion of all details. A list of contacts is included to answer any questions that you may still have.

We look forward to a mutually profitable association.

Yours Sincerely,
Anil Arora
(President)

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Important Information

Exhibition: PackPlus 2010

Venue: Pragati Maidan, New Delhi

Hall : 4, 5, 6 & 7

Dates: 3-6 December 2010

Exhibition Timings: 3,4 & 5 December 2010 - 10:00 a.m. to 06:00 p.m.

6 December 2010 - 10:00 a.m. to 04:00 p.m.

Organisers:

Print-Packaging.com [P] Ltd.

F 101, Tower No. 7, First Floor,

International Infotech Park,

Vashi Railway Station,

Vashi, Navi Mumbai 400 705.

Tel: 91-22-27812093, 27812619, 27812657

Fax: 91-22-27812578

Email: info@packplus.in

Website: www.PackPlus.in

New Delhi Office:

E6, First Floor, Lajpat Nagar-II,

New Delhi 110024.

Tel: 91-11-29812934/29812834 Fax: 011-41722130

Contacts:

Accounts

1. Harpal Singh : 09999494757 - harpal@print-packaging.com

Marketing:

Mumbai:

1. Neetu Arora : 09820169889 - neetuarora@indiapackagingshow.com

2. Mustaque Ahmed : 09819348505 - mustaque@print-packaging.com

2. Saleem : 09920659331 - saleem@print-packaging.com

Delhi:

1. Prateek Kaushik : 09313011029 - prateekkaushik@print-packaging.com

2. Akshita Kapoor : 09811715124 - akshita@print-packaging.com

3. Hassan : 09999202650 - hassan@print-packaging.com

On Site Management:

1. Prateek Kaushik : 09313011029 - prateekkaushik@print-packaging.com

2. Hassan : 09999202650 - hassan@print-packaging.com

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Official Service Providers

Forwarding, Clearing, Shipping and
On-Site Handling Agents

Siddhartha Logistics Co. Pvt. Ltd.
H.o. : B-1, Supriya House,
Gagan Chambers Complex,
Gokuldhama, Goregaon (e), Mumbai - 400063, India
Ph # : +91-22-40894800 - 99 | Fax: +91-22-40894899
Contact Person:
Mr. Waki Rais – Director Expo Logistics
Mobile: +91 9821028175
Mr. Sameer Pandya – Dy. General Manager
Mobile: +91 9930260116
Email: Waki@siddharthalogistics.com |
Sam@siddharthalogistics.com
Website: www.siddharthalogistics.com

Delhi:-
Unit No -1, Csc No -7 Sector-c
Pocket 8, Vasant Kunj
New Delhi 110070, India
Tel : 0091-11-2613 8501 – 03 | Fax : 0091-11-2613
8504
Contact Person:
Mr. Sanjay Seth
Mobile: +91 9910346622
Mr. Anil Kumar
Mobile: +91 9910398813
Email: Sanjay@siddharthalogistics.com |
Anildelhi@siddharthalogistics.com
Website: www.siddharthalogistics.com

P S Bedi & Co. Pvt. Ltd.
D-10, 3rd Floor, South Extension Part- II, New
Delhi-110049, India
Tel:91-11-46055200
Fax: 91-11-41552911
Contact: Jatin Bhardhwaj
Designation: Asst. GM- Exhibitions
Mobile: 9910201927
Email: jbharadwaj@psbedi.com
Website: www.psblogistics.com

Advertising Agency

Grey Cells Advertising
H-4/2, Jankalyan, Bangur Nagar
Goregaon (West)
Mumbai 400 090.
Tel: 022-28772890
Fax: 022-28772702
Email: grey_cells@vsnl.com
Contact Person:
Nani Rao -9820039517

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Recommended Interior Designers

Meroform (India) Pvt. Ltd.
B-4, Sector 60, Noida 201301
Uttar Pradesh
Tel: 91-120-2589473, 5326778/9
Fax: 91-120-2589474
Email: meroform@rediffmail.com
Contact Person: Sanjay Kapoor

PICO International Exhibitions Pvt. Ltd.
PICO Bhawan
A-27/15, Khanpur Extension
New Delhi 110062
Tel: +91-11-26097063, 30948444/45
Fax: +91-11-26094859
Contact Person: Mr. Jyoti
email ID: js.bhattacharya@in.pico.com, picoind@rediffmail.com
Mob: 8800391001
Contact Person: Wasim
Email Id: wasim.uddin@in.pico.com, picodelhi@gmail.com
Mob: 8800391001, 9958825578

Brade Events and Exhibitions
Plot No – 85, Cidco Service Industrial Area,
Sector – 1: A, Shiravane,
Nerul, Navi Mumbai-400706
Tel : +91-22-27719672 / 73 / 74
Fax : +91-22-27719671
Email : manoj@brade.in, marketing.brade@gmail.com
Contact Person : Manoj Jaisinghani - 09867787482
Jarar Ahmed - 09223579681

Grey Cell Advertising
H-4/2, Jankalyan, Bangur Nagar
Goregaon (West)
Mumbai 400 090.
Tel: 022-2877 2890
Email: grey cell@vsnl.com
Contact Person: Nani Rao

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Section 1

General Information

In the text throughout this manual, 'The Organisers' shall mean Print-Packaging.com [P] Ltd., Mumbai. 'The Exhibitor' shall mean any company, which has been allotted space in the exhibition, and the 'Exhibition' shall mean PackPlus 2010 'Venue Owners' shall mean ITPO (Pragati Maidan).

Exhibition Management

The Exhibition is managed by Print-Packaging.com [P] Ltd., Mumbai. In case of any dispute, the final decision binding on all concerned parties shall rest with the director of Print-Packaging.com [P] Ltd.

Visiting Hours, Entry Fee

Only trade visitors allowed. No Entry fee for visitors. 3-5 December 2010 (Friday to Sunday), & 6 December 2010 (Monday)

Timings: 3, 4 & 5 December 2010 - 10:00 a.m. to 07:00 p.m.

6 December 2010 - 10:00 a.m. to 04:00 p.m.

(Children: Children below 16 are not allowed in the exhibition halls under any circumstances. This rule applies to exhibitor & Visitor alike.)

Conference: PackAge 2010

International Conference Programme: A two-day International Conference will be held on 2 & 3 December 2010.

Section 2

Facilities & Privileges Offered to Exhibitors

Free Supply of Promotional Materials

The following promotional materials are offered free of cost to exhibitors:

Visitor invitations:

5 nos. visitors invitations per sq. m. (Minimum 100, and maximum 500 nos. per exhibitor). If more invitations are required please request in advance. The same will be made available subject to availability.

Exhibitor's Staff Badges (Form 3):

Exhibitor staff badges must be requisitioned in advance vide Form 3 and collected from the organisers' site office at the time of possession of stand.

Car Entry Sticker:

One car entry sticker will be provided to each of the exhibitors at the time of taking possession of the stand on 30 November 2010 at 11:00 am.

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Section 3

Online Directory and Exhibition Catalogue

Entry in Exhibition Directory (Form 1)

Free Entry: Every exhibitor will be entitled to a free basic entry consisting of the following:

In the alphabetical List of Exhibitors, Exhibitor's name and address, Tel/Fax Nos., stall no. and details of products/services offered.

In the Product Index, listing under relevant categories

Deadline for Submission of data:

To ensure their entry in the Directory, exhibitors must carefully fill in form 1 and return to the organisers as early as possible but not later than 10.10.2010. If Form 1 is not received by the due date, the organizers will include only name and address of the exhibitor, and no claim for damages due to non-entry or erroneous entry shall be entertained.

Advertisement in Exhibition Directory (Form 8):

Form 8 (which gives the specifications and tariffs for advertisements) must be sent along with appropriate payment and advertisement material to the organizers latest by 10.11.2010.

Section 4

Allotment of Exhibition Stands & Withdrawal From Participation

Allotment of Stands:

The Organisers reserve the right to refuse allotment of stand to any applicant or to change the stand location allotted to any exhibitor before full payment is made, without assigning any reason. Even after full payment is made by an exhibitor, the Organisers reserve the right to change the stand location of any exhibitor due to changes in floor plan considered necessary by the organizers.

Imported Exhibits/ Foreign Principals:

As per directives of India Trade Promotion Organisation, the nodal agency attached to Ministry of commerce, Govt. of India, which approves all International Exhibitions, duty-free import facility (Under ATA Carnet or Re-Export Bond Supported by bank Guarantee) is available to only foreign exhibitors who have paid participation charges in foreign exchange at the rates applicable to foreign exhibitors. Indian exhibitors interested in displaying exhibits imported from foreign principals, must ensure that each of their foreign principals register as an exhibitor with Print-Packaging.com Pvt. Ltd. and reserve appropriate space (min. 5 Sq.m.) for which payment will be made in US\$. At the request of Indian exhibitor and foreign principals, an integrated stand with their combined space will be provided.

Withdrawal from Participation:

In case of cancellation or withdrawal from participation or non occupation of the stand by any exhibitor, monies paid by him will be forfeited. Any due on account of cancellations / withdraw charges as mentioned in the application form will be paid by the exhibitor.

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Section 5

Exemption of Duties

Bonafide Exhibitor Certificate

To avail of exemptions from payment of various duties such as Customs, Excise or Sales Tax, a Bonafide Exhibitor Certificate issued by the organisers and a Xerox copy of approval letter issued by ITPO should be enclosed with your application and other necessary documents to the appropriate authorities. 'Bonafide Exhibitor' Certificate will be issued to each exhibitor on receipt of full payment.

Customs Duty

Duty Free import of exhibits from abroad will be allowed to only foreign exhibitors who have paid the space charges in foreign exchange. This facility is available under ATA Carnet or Re-export Bond supported by Bank Guarantee or Embassy Surety. For details, Procedures and documentation requirement, please contact official freight forwarding & Customs clearance agents:

Siddhartha Logistics Co. Pvt. Ltd.

H.o. : B-1, Supriya House,
Gagan Chambers Complex,
Gokuldhara, Goregaon (e), Mumbai - 400063, India
Ph # : +91-22-40894800 - 99 | Fax: +91-22-40894899

Contact Person:

Mr. Waki Rais – Director Expo Logistics

Mobile: +91 9821028175

Mr. Sameer Pandya – Dy. General Manager

Mobile: +91 9930260116

Email: Waki@siddharthalogistics.com | Sam@siddharthalogistics.com

Website: www.siddharthalogistics.com

Delhi:-

Unit No -1, Csc No -7 Sector-c

Pocket 8, Vasant Kunj

New Delhi 110070, India

Tel : 0091-11-2613 8501 – 03 | Fax : 0091-11-2613 8504

Contact Person:

Mr. Sanjay Seth

Mobile: +91 9910346622

Mr. Anil Kumar

Mobile: +91 9910398813

Email: Sanjay@siddharthalogistics.com | Anildelhi@siddharthalogistics.com

Website: www.siddharthalogistics.com

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Section 6

Planning Your Stand Design

Design & Decoration Contractors: The official stand building contractors are will be building entire exhibition stands in standard Octanorm system. Any special designing may be done by the exhibitors through their designer or the recommended designers.

Exhibitor Name on Fascia (Form 2)

Exhibitor's name and stand number will be provided on the fascia only for shell scheme exhibitors. The name will be in uniform lettering of 10 cm height. A maximum of 24 characters can be displayed on 3 meter fascia in case of stands with 2 or 3 sides open, exhibitor may indicate a short name of self to be displayed on additional fascia.

Please submit this information vide Form 2. Latest by 10-11-2010.

Shell Scheme Entitlement: Exhibitors with shell scheme package are entitled to the following:

Upto 3 side walls in Octanorm like System with white laminated panels 2.5m high x 1m wide.

Unless specifically advised, Corner stalls will have two sides open.

Needles punch carpet for the floor area.

Fascia panel with Exhibitor name and stand number in uniform white lettering 10 cm high

Spotlights, electricity sockets & furniture as given in the Table below.

Stall area	Table	Cabinet	Round Table	Chairs	Spot Lights	Plug Point 5amp	Dust Bin
5	-	1	-	2	2	1	1
7.5	-	1	-	2	3	1	1
9-11	1	1	-	3	4	1	1
12-14	1	1	-	4	5	1	1
15-17	1	1	1	5	6	1	1
18-20	1	1	2	6	7	2	1
21-23	1	1	2	7	9	2	1
24-26	1	2	2	8	10	2	2
27-29	2	2	2	9	12	3	2
30-35	2	2	2	11	14	3	2
36 & Above	3	2	3	12	16	4	2

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Regulation For Stand Design

Exhibitors with shell scheme upto 30 sqmtrs.

No Structure (except machinery exhibit) should exceed 2.5 Mtrs in height. Special prior permission from the organiser for any display higher than 2.5 mtrs should be taken. No part of the exhibit should project out of the stand area nor anything placed outside of stand. Grouting/ Digging in floors or walls is prohibited.

Exhibitors are not allowed to raise the flooring artificially or construct wooden flooring in their stall.

Exhibitors with bare space & shell scheme above 30 sq. mtrs.

Exhibitors with bare space & shell scheme above 30 sq.mtrs, can do single branding upto 3.5 mtrs. subject to availability of ceiling height.

The permissible height of stand construction is 2.5 mtrs. Only few features like logo in bigger stalls can go up till the height of 3.5 mtrs.

Mezzanine Construction

Stalls below 108 Sqm- no Mezzanine permitted

Stalls above 108 sqm- Subject to ITPO Approval - Design to be submitted 2 month prior to event date.

Note: Exhibitors in the foyer area can do the branding upto 3 mtrs only. Exhibitors have to submit their plan for approval 30 September 2010 .

Delhi office address

Print-Packaging.com Pvt. Ltd.

E6, First Floor, Lajpat Nagar-II, New Delhi 110 024.

Tel : 91-11-29812833, 29812834, 29812934, Fax : 91-11- 41722130

Website: www.packplus.in, Email : info@packplus.in

Moving Machinery/ exhibits must be enclosed by continuous rigid expanded metal mesh and/ or guard rail of suitable height from the ground. Such machinery may be manned by responsible and competent technicians on duty to control machinery in motion.

Flues and exhaust pipes must be constructed of noncombustible material and protected so that they do not come in contact with combustible objects. If necessary, exhausted pipes must be fitted with mufflers. Their installation has to be got approved by the maintenance engineer of Pragati Maidan.

Painting, wall-papering, nailing/ drilling on wall panel supplied under the shell scheme is strictly prohibited. A penalty of Rs. 10000/- will be levied per panel for violation of this rule. Photographs, charts, etc. may be fixed with double side adhesive tape or suspended with nylon from clamps, which are available with official contractors.

All items supplied under Shell Scheme Package and additional items supplied by our official contractors are only on hire basis and exhibitors are required to hand them over back to the contractors at the end of exhibition in good order and condition. Any damage to or loss of these items will have to be compensated by the exhibitors to the contractors.

No rebate will be allowed to exhibitors if any item under Shell Scheme is not availed by exhibitors.

Display of Machinery

If you are displaying heavy equipment/ machinery please contact Siddhartha Logistics (Details are given on Page 4) our approved on site contractors. Exhibitor in Hall 6 should ensure that all equipment requiring cranes should reach the exhibition venue latest by 5 AM on 30 November 2010 so that unloading can be started from 10 AM onwards.

Exhibitors in Hall 3,4, 5 & 7 requiring forklifts for unloading at the site should ensure that their goods reach the venue on 1 December 2010 latest by 7 AM, so that unloading can be started from 10 AM onwards before the stalls are erected.

Exhibitors in Hall 6 requiring forklifts for unloading at the site should ensure that their goods reach the venue on 30 November 2010 latest by 7 AM, so that unloading can be started from 10 AM onwards before the stalls are erected.

No fabrication or construction work in any medium will be allowed to be executed within the hall or the premises of Pragati Maidan. Only ready made/prefabricated structures/ components/ items will be allowed to be installed in the stand area. No Part of the hall will be allowed to be used as workshop space for production of exhibition/ display requirements. Exhibitors are to have their jobs executed and well finished at their own outside places and bring them in only for installation/ display in permitted areas in the halls.

As per the new security guidelines from ITPO. exhibitors can upload the freight/ cargo during day time so as to facilitate effective checking here of. Trucks carrying exhibition material/ goods can enter Pragati Maidan from Gate No.1, during the night & will be kept loaded and parked in parking area close to Gate No.1 during night. Trucks may proceed to venue for unloading after 7 AM.

Please note that work inside halls will be carried out up to 8PM on built up days.

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Requisition For Additional Service

Stand Fitting & Furniture (Form 7)

Additional partitions, cabin with door, furniture and such other fittings may be ordered with advance payment vide Form 7 latest by 10 November 2010. A 25% surcharge will be applicable on orders after 10 November 2010 and will be executed subject to availability of materials.

Electrical Power, Fitting & Appliances (Form 11)

It is essential to inform the organisers by 10 November 2010, your power requirements for lighting (in addition to spotlights covered by the Shell Scheme package) and operating machinery, glow signs, air cons, TV/VCR, etc. vide Form 11. The Electric Power available is:

Single Phase: 230V, 50Hz (+10%)

Three Phase: 430V, 50 Hz (+10%)

Voltage fluctuation is not uncommon and it is advisable to install stabilizers to protect sensitive equipment/instruments. No halogen lights or any other focus lights can be put in the stands only spot lights are to be used.

Host/ Hostesses (Form 6)

Temporary Hostesses will be available from approved agencies @ Rs. 1200/- per day. Please submit the Form by 10 November 2010.

Temporary Security Guards (Form 8)

Temporary Security Guards will be available from approved agencies @ Rs. 1200/- (per shift of 12 hrs.). Please submit the Form by 10 November 2010.

Potted Plants & Flowers (Form 13)

A variety of potted plants in small & large sizes will be available at site for selection. However, please place your order vide Form 13 in advance to ensure that the best plants are delivered to your stand.

Water Taps

Water is normally not available at the stands. If any exhibitor has requirement of water at the stand, the same should be communicated to the organizers by 10 November 2010 to explore the possibilities of providing the same.

Audio/ Visual Equipment & Computers (Form 12)

Audio/ Visual equipments like LCD projectors, screens, computers, TV/ VCR, etc. can be provided at your stand by filling the form. Please submit the form by 10 November 2010.

Travel Agents

Special rates have been negotiated by our travel agents in various categories of Hotels. You may contact the official travel agents for making your reservations directly.

Vision Holidays

Tel: 011 -45544554, 42483080,

Fax: 011- 25741212

Email: visionholidays@airtelmail.in

Contact person:

Arun- 9871379257

Payment of additional Services

Payment of all additional services must be made in advance to the organisers, or to the concerned contractors, as stated in the application form.

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Section 8

At the Exhibition Site

Exhibitors with bare space in Hall 6 can take the possession on 30 November 2010 from 11 a.m.

Exhibitors with bare space in Hall no.4,5,7 can take possession on 1 December 2010.

Exhibitors displaying machines & equipments can bring in the same after 11.00 a.m. On 1 December 2010 and as per following dead lines:

- 1) Machines Requiring cranes will not be allowed in after 3.00 p. m. On 1 December 2010.
- 2) Machines Requiring fork lifts will not be allowed in after 6.00 p. m. On 1 December 2010.

Taking Possession of the Stand (Form4)

Possession of built up stands will be given from 12.00 noon on 2 December 2010 to any authorised personnel of the exhibitors or contractors mentioned in Form 4, only if full payment is made. No personnel either exhibitors or contractors will be allowed without valid entry pass during the construction of the stalls. The passes can be collected from the organiser site office.

- a) Exhibitors must submit packing lists of all consignments at our site office while taking their exhibition goods into the exhibition hall.
- b) Exhibitors bringing their own furniture, fans, potted plants, refrigerators, TV/VCR, Computer or any other appliance, which are also being supplied by the official contractors, must submit a separate challan for the items (listing specifications and identification marks) while bringing them into the exhibition hall and obtain a copy of the challan duly stamped and signed by the site Manager.
- c) The same challan must be produced while obtaining gate pass for removing the items from the exhibition hall at the end of the exhibition.

Exhibitor's Car Pass - One Each Exhibitor

Each exhibitor is entitled for one car pass to be parked in the ITPO allotted car parking. The passes for the same can be collected from the organiser site office. While taking the possession of the hall.

Materials handling at site

Services for loading/ unloading, packing/ unpacking, transportation of goods to exhibitor's stand, hiring of forklifts and trolleys, skilled/ unskilled labour, removal and storage of empties, etc. are offered at a price by the official materials handling contractors. No private labour or contractor will be allowed for this purpose.

Regulations for Workmen: It is the responsibility of the exhibitor and their contractors to ensure that:

- i. Their workmen do not enter other exhibitor's stand/ or passage.
- ii. The workmen do not sleep or cook in the exhibition halls and do not wash clothes or have bath in the toilet blocks.
- iii. The workmen or exhibitors staffs do not behave in drunken or disorderly manner.

Anybody disregarding the above instructions will be evicted from the exhibition hall.

Storage of Empties, Removal of Debris

Storage of empty cases/ cartons, in the stand, in passages or in open area near your stand is not allowed our official materials handling contractors, should be contacted to arrange this service. Exhibitors must remove all debris, empty cartons and other wastes from their stand daily during the construction period and finally before passage carpeting begins to be laid.

Safety and Fire Protection

Exhibitors are required to strictly follow the regulations laid down by concerned authorities towards safety precautions and prevention of accidents or fire. All electrical installations must be checked by the official electrical contractors before, and other hazardous materials should be used only with written permission of the organisers and after taking all safety precautions.

Completion of Stand Display

Display in stands/ pavilions must be completed latest by 8.00 p.m. On 2 December 2010

Outer Surface or Stand Walls, Partitions

Exhibitors are not allowed to display anything on the outer surface of stand-walls or on partition walls inside the exhibition halls without written permission of the organisers. The organisers reserve the exclusive right to display posters or notices on all such surfaces.

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Section 9

During Exhibition Days

Entry and Exit of Exhibition Staff

Exhibitor staff will be allowed to enter the exhibition hall at 9.30 a.m. during exhibition days, and all must leave the hall 15 minutes after closing hour unless written permission has been obtained from Exhibition manager to enter early or leave late.

Entry & Exit of Goods

Entry or exit of goods during the daily exhibition hours is strictly prohibited. These may be allowed before or after the exhibition hours at the discretion of the organisers, on written request from exhibitors.

Manning Your Stand

Exhibitors are advised to ensure that their stands are effectively manned during the visiting hours. They should also guard against pilferage of small exhibits during the rush of visitors.

Audio-Visual Equipment

Sound volume of AV equipment should be regulated so as not to be a nuisance to neighboring exhibitors.

Prohibited and Unsuitable Exhibits

The organiser/ Venue owner may prohibit exhibition, distribution or sale of any article including printed literature which it considers unsuitable or objectionable and may confiscate the same. It can debar the exhibitor from selling/ distributing or demonstrating to the public if his conduct or that of his agent is likely to cause offence to or is otherwise considered objectionable in any manner.

Cleaning and Collection of Waste

The organisers have appointed a cleaning contractor to clean the passages and other areas in the exhibition halls, to collect the waste from the waste baskets supplied to the exhibitors and to ensure cleanliness of the toilets. However, cleaning of individual stands is the responsibility of each exhibitor.

Smoking and Other Nuisance Forbidden

Spitting, smoking, committing nuisance of any kind or otherwise making any portion of the exhibition space or furniture, walls etc. dirty in any way is strictly prohibited.

Catering by Authorised Caterers

No catering by any outsiders is permitted in the premises of the exhibition space. Catering services have to be obtained from the authorised caterer appointed by the organisers.

Failure of Services

The exhibition space is equipped with electric supply and water facility, provided by the venue owners. While every effort shall be made to maintain the services in order, the organisers shall not be responsible for any failure or breakdown or curtailment thereof or any damage/ loss caused to the exhibitor thereof.

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Section 10

Dismantling & Removal From Hall

Commencement for Removal of Goods

Exhibitors will be allowed to remove goods from exhibition hall from 5.00 p.m. onwards on 6 December 2010 and vacate the stand latest by 6.00 a.m. on 7 December 2010.

All items received from our official contractors must be handed over to them in good condition. Any damage of these items will have to be made good by the exhibitors.

No goods will be allowed to be taken out of the exhibition halls unless a "Gate Pass" is obtained from site office of organisers listing items to be removed. The Gate Passes will be issued only when all the dues of organisers & contractors are settled.

If an exhibitor fail to remove his goods and vacate the stand within stipulated period, the organizer reversed right to remove the said goods and return possession of the hall to ITPO authority. All cost in this connection will be debited to the concerned exhibitors.

Gate Passes for Removal of Goods

There is no entry pass procedure during installation period for entering Pragati Maidan. However for taking out the exhibition material and exhibits after closure of the exhibition, participants would need to obtain a standard final exit pass from the organiser. Exhibitors must settle all dues to organisers and/ or various official contractors before the closing of the exhibition.

Right of Lien

The organisers reserve the right to refuse Exit Gate Pass to any exhibitor if he has not settled all his dues, and to retain his exhibits or other goods as collateral security, till debts are discharged. The exhibitors expressly indemnify the organisers against claims for damage to their goods held as collateral security.

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Section 11

Legal Matters

Insurance & Liability

Exhibitors are advised to obtain insurance cover against all risks. It is expressly understood that the organisers stand indemnified by the exhibitors in respect of any loss of or damage to their goods due to theft, fire, etc. or injury to any person as well as third party claims.

Permission/ Concessions

All agreements, permissions and concessions granted to any exhibitor shall be valid only if given in writing by an authorised officer of the organisers.

Change of Venue, Dates, and Timing

The organisers reserve the right to change the venue, dates, duration or timings of an exhibition, if the circumstances so demand, and the exhibitors are bound to accept the decision of the organisers, so long as the exhibitors are informed about the changes either by individual communication or by a press advertisement. No refund shall be allowed, if an exhibitor withdraws from participation on account of the changes.

Changes in Floor Plan, Location & Dimensions of Stand

The organisers also reserve the right to make changes in the floor plan, location and dimensions of any stand allotted to an exhibitor or entry/ exit points etc. at any time before the erection of stands, if such changes are necessary in the opinion of the organisers.

Cancellation of Exhibition

In the event of cancellation of an exhibition due to circumstances beyond the control of the organisers, i.e. due to force majeure, political events, government orders etc. the organisers shall refund to exhibitors only that portion of money paid by them, which is calculated by the organisers after accounting for expenditure incurred. The exhibitors expressly agree to accept the organisers decision in the matter.

Breach of Peace

The organisers reserve the right to close any exhibitor's stand temporarily or permanently. If the exhibitor commits breach of peace in any way or causes disturbance in the normal functioning of the exhibition. In such an event, the organisers stand indemnified by the concerned exhibitor against any claim of any kind whatsoever.

Binding Terms of Contract

The submission of the Application and Contract Form duly signed by an exhibitor, shall be deemed as confirmation of participation in the exhibition, and acceptance of all rules and regulations printed at the back of the Application and Contract Form and in this Exhibitor Manual as well as any amendments or additions from time to time, notified to exhibitors through circular letters. These are binding on all parties concerned.

Claims Deadline

All claims arising out of settlement of accounts and participation in this exhibition must be submitted in writing to the organisers within sixty days from the close of the exhibition, after which the claims shall not be tenable.

Settlement of Legal Disputes

The competent court and place for settlement of all disputes in connection with these Rules & Regulation for Exhibitors is Delhi, India.

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Section 12

Sponsorship Opportunities

TITLE SPONSORSHIP:

Sponsorship Amount : Rs 10,00,000/-
Number of sponsorships : 1

Sold!



PLATINUM SPONSORSHIP:

Sponsorship Amount : Rs 6,00,000/-
Number of sponsorships : 1

Benefits :

- Logo on publicity material
 - Hoarding outside the Hall - 12 X 8 ft 2 nos.
 - Hoarding inside hall - 20 X 10 ft 2 nos.
 - Logo on the hall plan in the exhibition catalogue
 - Logo on the floor plan at the event web site
 - Logo on the site floor plan
 - Flag poles 2 ft X 7 ft - 20 nos.
 - Buntings 2 ft X 7 ft - 20 pairs
 - Logo on Visitor Invitations (1,40,000)
- (Branding Materials to be provided by the sponsor)

GOLD SPONSORSHIP:

Sponsorship Amount : Rs 3,00,000/-

Benefits:

- Hoarding outside the Hall - 12 X 8 ft 1 nos.
 - Hoarding inside hall - 20 X 10 ft 1 nos.
 - Logo on the hall plan in the exhibition catalogue
 - Logo on the floor plan at the event web site
 - Logo on the site floor plan
 - Flag poles 2 ft X 7 ft - 10 nos.
 - Buntings 2 ft X 7 ft - 10 pairs
 - Logo on Visitor Invitations (1,40,000)
- (Branding Materials to be provided by the sponsor)

Sold!



ACTIVITY SPONSORSHIP:

1) Industry Reception:

Sponsorship Amount : Rs 2,50,000/-
Number of sponsorships : 4

Benefits:

- Logo on Invitations
- Signages on the Venue - 12 X 8 ft.
- Complimentary Invites - 10 Nos.

2) Visitor Carry Bags:

Sponsorship Amount : Rs 2,50,000/-
Number of sponsorships : 1

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Benefits :

- Company's advertisement on one side of the carry bag.
- Company's logo in the exhibition catalogue.
(Carry bags to be supplied by sponsor)

3) Visitor's Badges:

Sponsorship Amount : Rs 2,50,000/-
Number of sponsorships : 1

Sold!



Benefits :

- Logo on the front side visitors Badge
- Advertisement message on the reverse side of the badge
- Signage near the registration counters
- Logo at the website

4) Visitor Bus Banners:

Sponsorship Amount : Rs 1,50,000/-
Number of sponsorships : 1

Benefits :

- Co-branding on visitor bus banner
- Logo on the exhibition catalogue
- Logo at the website

5) Exhibitors Evening:

Sponsorship Amount : Rs 6,00,000/-
Number of sponsorships : 1

Benefits :

- Branding at the Dinner Venue
- Logo on the Web Site
- Logo in the Exhibitor Catalogue
- 25 Invitations for Sponsor's Guest

CONFERENCE SPONSORSHIP :

Sponsorship Amount : RS. 5,00,000/-
Number of sponsorships : 1

Benefits :

Number of free delegates : 6

- Co-branding on all communication
- Co-branding on back drop
- Logo in writing pad
- Company Literature in delegates Kit
- Logo at the website
- List of delegates
- Logo in exhibition catalogue
- Logo in conference material

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CONFERENCE CO-SPONSOR & SPECIAL SPONSOR FOR EACH SESSION :

Sponsorship Amount : Rs. 2,00,000/-

Number of sponsorships : 4

Benefits :

Number of free delegates : 4

- Co-branding on all communication
- Co-branding on back drop
- Company Literature in delegates Kit
- Logo at the website
- Logo in exhibition catalogue

DELEGATE'S KIT :

Sponsorship Amount : Rs. 2,00,000/-

Number of sponsorships : 1

Benefits :

- Logo on the bag
- Company literature in Delegates Kit
- Display of logo at the entrance of the hall
- Logo at the website

DELEGATE'S LUNCH:

Sponsorship Amount : Rs. 2,50,000/-

Number of sponsorships : 2

Benefits :

- Branding at the Lunch Venue
- Logo on the Web Site
- Logo in the Exhibitor Catalogue
- 5 Invitations for Sponsor's Guest

(Please note: for all sponsorship signages to be supplied by sponsor)

For any more details write to Neetu at neetuarora@indiapackagingshow.com

Prateek at prateekkaushik@print-packaging.com

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SPONSORSHIP FORM

Dear Sir,

We wish to sponsor an activity at the exhibition.

Company : _____

Name : _____ Designation : _____

Address : _____

Tel. : _____ Mobile: _____ Fax : _____

Email : _____ Website : _____

		INR	USD
<input type="checkbox"/>	Title Sponsorship	10,00,000	26000
<input type="checkbox"/>	Platinum Sponsorship	6,00,000	15000
<input type="checkbox"/>	Gold Sponsorship	3,00,000	7500
	Activity Sponsorship		
<input type="checkbox"/>	Industry Reception	2,50,000	6500
<input type="checkbox"/>	Visitor Carry Bags	2,50,000	6500
<input type="checkbox"/>	Visitor's Badges	2,50,000	6500
<input type="checkbox"/>	Visitor Bus Banners	1,50,000	4000
<input type="checkbox"/>	Exhibitors Evening	6,00,000	15000
<input type="checkbox"/>	Conference Sponsorship	5,00,000	12500
<input type="checkbox"/>	Conference Co-Sponsorship & Special Sponsor for each session	2,00,000	5000
<input type="checkbox"/>	Delegate's Kit	2,00,000	5000
<input type="checkbox"/>	Delegate's Lunch	5,00,000	12500

Please issue all cheques in favour of Print-Packaging.com(P) Ltd.

We enclose Cheque no. _____ for Rs. _____ drawn on _____ bank
towards sponsorship fees.

For and on behalf of Exhibitor

Name: _____

Company Stamp & Authorised Signature

Date: _____