



21st-23rd November 2016 at the Leela Ambience Convention Hotel  
1, CBD, Maharaja Surajmal road, Delhi

FORM

**b**

## Sponsors Nominated Booth Fabricator

*The form Must Be filled and returned by Sponsors before 4 Nov 2016*

KINDLY FILL/TYPE IN BLOCK LETTERS

COMPANY NAME: \_\_\_\_\_ BOOTH NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TEL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

AUTHORISED BY \_\_\_\_\_ SIGNATURE \_\_\_\_\_

*Please note that your nominated contractor must be approved by OPTIMUS EXPO before they are permitted to work in the Exhibition. In order for us to contact them, please provide their details below:*

My Nominated Contractor Company is: \_\_\_\_\_

Address: \_\_\_\_\_ Contact person: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: \_\_\_\_\_

Upon approval, your nominated contractor will be issued the relevant information on build-up and break-down timings, Services, utilities, order forms, rules and regulations pertaining to the Exhibition

*Only once OPTIMUS EXPO has received these documents duly signed along with the necessary payment made, then only the Contractor will be allowed to commence work in the Exhibition.*

**Important Note: Sponsors building their own stands must also abide by these rules and regulation.**

### For OPTIMUS EXPO 's use only

This is to inform you that your nominated contractor is APPROVED/NOT APPROVED by OPTIMUS EXPO to work in the Exhibition, subject to the compliance of all the rules and regulations stated and the early payment of the performance bond and administration/management fees, prior to move-in.

**Signature:**

Date:

PRINT THIS FORM AND KEEP A COPY FOR YOUR RECORDS



21st-23rd November 2016 at the Leela Ambience Convention Hotel  
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FORM

**b1**

## Sponsors Nominated Booth Fabricator

The form Must Be filled and returned by Sponsors before 11 Nov 2016

KINDLY FILL/TYPE IN BLOCK LETTERS

COMPANY NAME: \_\_\_\_\_ BOOTH NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TEL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

AUTHORISED BY \_\_\_\_\_ SIGNATURE \_\_\_\_\_

Please note that your nominated contractor must be approved by OPTIMUS EXPO before they are permitted to work in the Exhibition. In order for us to contact them, please provide their details below:

My Nominated Contractor Company is: \_\_\_\_\_

Address: \_\_\_\_\_ Contact person: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: \_\_\_\_\_

Refundable Performance Bond / Security deposit Cheque		Total INR
Refundable Performance Bond for Raw Space	INR 20,000 Per Booth	
Refundable Performance Bond for Shell Scheme Upgrade Booths	INR 10,000 Per Booth	
<b>Total INR</b>		

### Please Note:

The Security deposit Cheque has to be in favor of "ISKSAA 2016" the same need to be submitted to "OPTIMUS EXPO" upon the approval of the design.

For "Space Only", please submit technical (drawing in duplicate and not facsimile copies) to the OPTIMUS EXPO

For Shell Scheme booths, such drawings are only required if upgrading work is being carried out.

All Contractors including those doing the upgraded shell scheme, must place Refundable Performance Bond as per above.

Contractors are requested to strictly follow the time schedule and design guidelines mentioned in the Exhibitor Manual. Any deviation would lead to the forfeit of the security deposit.

All nominated booth contractors are requested to ensure that there is no damage caused to the existing venue, while they build, dismantle or move in & out the exhibition materials.



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FORM  
**b2**

## ELECTRICITY REQUIREMENT

*The form Must Be filled and returned by Sponsors before 4 Nov 2016*

KINDLY FILL/TYPE IN BLOCK LETTERS

COMPANY NAME: \_\_\_\_\_ BOOTH NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TEL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

AUTHORISED BY \_\_\_\_\_ SIGNATURE \_\_\_\_\_

*Please note that your nominated contractor must be approved by OPTIMUS EXPO before they are permitted to work in the Exhibition. In order for us to contact them, please provide their details below:*

My Nominated Contractor Company is: \_\_\_\_\_

Address: \_\_\_\_\_ Contact person: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: \_\_\_\_\_

This is mandatory for the ALL Exhibitors

**For Shell scheme 1 KW will be allotted for INR 4025 inclusive of Taxes per 2X2 Sqmtrs Bare/ Raw Space Exhibitor has to pay INR 4025 inclusive of Taxes per kilowatt / per 2X2 Sqmtrs. or as per there booth Requirement depending upon the consumption of your machines, lights and other electrical equipments, Confirm with your fabricator\***

**\*Please inform your fabricator to provide MCB for the Electricity connection**

### Terms and Conditions.

1. Late Orders received after the deadline 4th Nov 2016, will be provided subject to availability, will be subject to a 30% surcharge and 50% surcharge for onsite orders. Priority will be given to advance orders.

2. 30% cancellation fees will be imposed for cancellation of conformed order. There will be no refund for cancellation during show days. The exhibitor will be liable for full cost of rental.

3. A socket must be used for one exhibit at a time. Multi-point connection is not allowed to prevent the risk of power overload.

4. The standard supply is 110V, 220V or 380V with approximately 10% fluctuation. For the safety of your equipment, please use a stabilizer.

5. Power supplies to the exhibits will be switched off at source 30 minutes after the exhibitions closes every evening and 60 minutes after close on the final day of the exhibition.



## ELECTRICITY REQUIREMENT

*The form Must Be filled and returned by Sponsors before 11 Nov 2016*

Electricity order form	Required K.W.	Total INR
For Raw/Bare Space		
For Shell Scheme & Shell Upgrade Booths		
<b>Total INR</b>		

*The full payment shall be paid positively by 4 Nov 2016.*

### For Transfers in INDIA

Bank Name	Punjab National Bank
Account Name	OPTIMUS EXPO
Current Ac No	3075002102010674
RTGS/NEFT IFS Code	PUNB0152200
Pan Card No.	CVLPK8883P
Service Tax No.	CVLPK8883PSD001

### For INTERNATIONAL TRANSFER

SWIFT CODE	PUNBINBBISB
Bank Name	Punjab National Bank
Account Name	OPTIMUS EXPO
Current Ac No	3075002102010674
RTGS/NEFT IFS Code	PUNB0152200
Pan Card No.	CVLPK8883P
Service Tax No.	CVLPK8883PSD001

### All Communications to be addressed to:

Praveen Kumar  
+91 98184 74242  
OPTIMUS EXPO  
optimusexpo@gmail.com  
A 11813/6, third Floor, Sat Nagar,  
Karol Bagh, New Delhi 110005,  
Phone no. 011 25816810

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