# India International Leather Fair (IILF) Chennai 2020

## Brief Terms and Conditions

## Procedure for Online Booking/allocation of space for Indian Participants

(i) Bookings will initially open for last year's exhibitors who had participated in IILF 2019 (which was held from Feb 01-03, 2019).

(ii) Indian Applicants who participated in IILF Chennai 2019 will be allowed a period of 10 days from the date of opening to retain the booths that they had booked in the said edition of the event. They will be required to register online and make 100% payment to book their stall. Security codes will be sent to their registered e-mail addresses before the booking begins.

(iii)The applicant will have to fill the online application form. Besides applicant's contact details, other mandatory fields for Indian applicants will be PAN GST number payment details product sector etc

(iv) Indian Applicants who had booked multiple booths in IILF 2019 and wish to retain all their booths will have to register multiple times. Multiple security codes will be sent to their registered e-mail addresses

(v) The applicant will also have to upload all the documents that are indicated in the online system while filling up the Application Form. Mandatory documents- copies of PAN and GST certificate (Company Registration Certificate in case the company does not have a GST Number). Maximum size allowed per scanned document is **300 kb**, in .jpeg, .png or .pdf

(vi) On selection of the stand area, the total space rent for that particular stand area including 18% GST will be visible to the applicant. All applicants will be required to make 100% payment through the payment gateway. Payments should reach us before the 10-day time window expires. Applicants are requested to ensure that they do not spend more than 20 minutes while making payment through payment gateway (NET Banking/ Credit/Debit Card).

(vii) Booths that remain vacant or are not paid for fully after expiration of the 10-day time-window will be opened for first-come, first-served online booking for all applicants irrespective of their seniority or past participation. Partial payments will not be acceptable.

Note: Please ensure that you have sufficient monetary limit for making payments through debit/credit card and net banking. Please arrange to enhance the same if required.

## Procedure for Online Booking/allocation of space for Foreign Participants.

(i) All applications will be accepted via online mode.

(ii) Bookings will initially open for last year's exhibitors who had participated in IILF 2019 (which was held from Feb 01-03, 2019). Booths that remain vacant or unpaid for after this period will be opened online on first-come, first-served basis for all applicants.

(iii) Foreign Applicants who participated in IILF Chennai 2019 will be allowed a period of 10 days from the date of opening to retain the booths that they had booked in the said edition of the event. Security codes will be

sent to their registered e-mail addresses before the booking begins. They will be required to register online and make 100% payment to book their stall.

(iv) Foreign Applicants will be required to upload scanned copies of Company registration Certificate and Proof of Company's Address during the booking process. Maximum size allowed per scanned document is **300 kb**, in .jpeg, .png or .pdf.

(v) Foreign Applicants will be required to make payment in US Dollars through TT and enter details of payment made after completion so that we may track the payment.

# Tax Deduction at Source (TDS) for Indian applicants

**Applicants will have the option of selecting the TDS deducted by them during the registration process. They will have the option of 0%, 2% or 10% TDS selection. Such exhibitors are required to pay a refundable security deposit which will be refunded after they submit the TDS Certificate.**

Please note:

**(i)All processing and bank charges shall be borne by the applicant.**

**(ii)No 'charge-back' shall be allowed in case of payments made through debit or credit cards**

**(iii)If ITPO allows 'charge-back' in special cases, bank charges, if any, shall be borne by the applicant."**

Please note that the information filled in the registration form will also be used for Fair catalogue entry.

**ITPO has the right to accept/reject any application / space booking anytime before the fair starts.**

**PLEASE CLICK ON 'CLICK HERE TO REGISTER' ON THE NEXT PAGE IF YOU ARE LOGGING IN FOR THE FIRST TIME.**

**Help desk : 91-11-23378808, 91-11-23371319 ( Monday to Friday, 10.30 am to 6.00 pm)**

**Email : tkpant@itpo.gov.in , narayanv@itpo.gov.in, krishnamoorthyt@itpo.gov.in , bngupta@itpo.gov.in**