



## APPLICATION FORM

Name of the Fair/ Exhibition: **Paperworld (January 25-28, 2020) Frankfurt (Germany)**

Name of the Company: \_\_\_\_\_

Address \_\_\_\_\_

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

Website: \_\_\_\_\_

PAN No. \_\_\_\_\_ TAN No. \_\_\_\_\_ IEC Code \_\_\_\_\_

Name & Designation of Key Executive/proprietor/Director \_\_\_\_\_

Are you a registered exporter?(Yes/No) \_\_\_\_\_

If yes please attach a photocopy of Registration certificate

Are you registered as small scale industry? If yes, please attach attested copy of valid Registration certificate

Are you a member of an EPC/Commodity Board? Please specify \_\_\_\_\_

Space requirement (in Sq Mtrs) \_\_\_\_\_ Corner Preference (Subject to Availability): \_\_\_\_\_

Total turnover of company: \_\_\_\_\_ US\$ million Export turnover: \_\_\_\_\_ US\$ Million

Products for display:

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Brief profile of company (not more than 25 words):  
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Export Performance Countries of Exports Preceding three years Commodity exports

Whether you have participated in this fair earlier, if so when?

Display requirements:

- Display plan, if any
- (On payment basis) Additional requirement
- Exclusive telephone in booth:
- Any other facility including display aids over and above ITPO's shell scheme package:

We hereby accept the Rules & Regulations of participation as per copy enclosed. Advance Amount remitted:Rs.75,000/-  
UTR No. \_\_\_\_\_, dated \_\_\_\_\_, Bank Name & Branch \_\_\_\_\_

(Signature of authorized signatory of the Company)

Name \_\_\_\_\_

Designation \_\_\_\_\_

Dated: \_\_\_\_\_

## **Brief Rules and Regulations for Participation in Fair Abroad**

1. **Space Booking:** Application in prescribed format for participation in overseas activities of ITPO to be submitted within the stipulated date for booking of space. Space is offered in an area of 09 Sqm and in multiples of 3 Sqm thereof.
2. **Allotment of space to the Participants:** Submission of application for booking of space does not automatically confer a right for allotment of space. Approval of application for space will rest with ITPO.
3. **Refund of Participation Fee:**
  - (i) Refund of Participation fee will be considered in case of non-availability of space, rejection of application or in the event of cancellation of participation due to unforeseen circumstances.
  - (ii) In the event of withdrawal one month before the start of the event, 50% (per cent) of the total participation fee will be considered for refund, if the space is re-allotted.
  - (iii) No refund will be considered if the withdrawal request is received after receiving of payment.
4. **Visa:**
  - (i) ITPO, as a Trade Promotion Organisation, will provide necessary assistance to the representative of the participating company by way of issuance of recommendatory letter to the concerned Mission for obtaining visas.
  - (ii) ITPO shall not be liable in case the concerned Mission of the host/transit country denies visa to a representative of the participating company for any reason.
  - (iii) Since ITPO, on behalf of the participating company, has already committed for certain financial bindings by way of booking of space, construction/decoration of stand, catalogue entry, general publicity support etc., it will not be able to consider any refund on account of denial of visa/delay in receipt of visa.
  - (iv) Visa recommendation letter will be issued only in favour of the Chief Executive/Proprietor/Senior Level Officer dealing with exports of the company so that on the spot decision can be taken by them.
5. **General:**
  - (i) Only goods of Indian origin will be allowed for display at India Pavilion.
  - (ii) In the event of postponement/abandonment/cancellation of the Fair/ Exhibition, or in case of exhibits not being displayed due to any reason beyond the control of the ITPO, it shall not be liable for any loss or liability.
  - (iii) The space allotted to the approved participants is to be exclusively used by them for display of their exhibits as approved by ITPO. Sub-letting of space is not permissible. Violation of this clause may lead to cancellation of space allotted, forfeiting of space rent, security deposit etc., paid to ITPO and debarring the participant from the future participation in ITPO's event.
  - (iv) In case of default of any payment due from the participants, ITPO reserves the right to debar them from participation of ITPO's Fairs in India and Abroad.
  - (v) Any dispute(s) or difference(s) arising out of these terms and conditions of participation shall be referred to the Chairman and Managing Director of INDIA TRADE PROMOTION ORGANISATION whose decision shall be final and binding.
  - (vi) The terms and conditions of participation shall be subject to the jurisdiction of courts in the State of Delhi.

Terms & conditions accepted.

Dated \_\_\_\_\_

(Signature)  
Name & Designation

**INDIA TRADE PROMOTION ORGANISATION**

Subject: **Paperworld (January 25-28, 2020 ) Frankfurt (Germany) – Details to be provided for availing MAI Grant by the participating Company**

Name of participating company/organisation	
Type of company (Private Limited/Limited/Proprietor/partnership)	
PAN Card Number	
GST Number	
CIN Number	
IEC Number	
Name of Director	
Designation	
DIN Number	
Whether belongs to MSME	
Whether SC/ST/General	
HS Code: 6 Digit	
HS Code: 6 Digit	
HS Code: 6 Digit	
HS Code: 6 Digit	
Name of participant	
Passport No.	
Product items on display	
<b>Undertaking (On company's letterhead)</b> <b>This is to certify-</b> i) <b>That the Company is eligible for MAI Grant as it has not claimed grant for three financial years for this event;</b> ii) <b>That the Company has not claimed subsidy on any event for maximum of two MAI events in the financial year 2019-20;</b> iii) <b>That the company is eligible for MAI grant as per the prevailing guidelines of Ministry of Commerce, Govt. of India.</b>	

Dated:

SIGNATURE  
NAME & DESIGNATION  
WITH COMPANY STAMP