

FACT SHEET

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|----|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Name of the Show | 29thHKTDC FOOD EXPO, HONG KONG |
| 2 | Dates of the Show | August16 – August 18, 2018 |
| 3 | Venue | Hong Kong Convention & Exhibition Centre, Hong Kong |
| 4 | Participation charges(Tentative) | Rs15,000/sqm(Tentative) for space under the Shell scheme (minimum 9sqm booth) |
| 6. | Products Profile | <ul style="list-style-type: none"> • Bakery Products, • Halal Products, • Meat Products, • Dairy Products, • Seafood, • Dry Fruits, • Fruit & Vegetable, • Spices, • Sauces & Seasoning, • Beverages (Alcoholic & Non Alcoholic), • Coffee, • Tea, • Organic Food, • Confectionery, • Canned & Processed Food, • Rice, • Pulses, • Sugar & Sweets |
| 7. | Project Officer | Mr. Ashok Kumar, Deputy Manager Mob. +91-9810300913 Email: ashokkumarfin@itpo.gov.in |



INDIA TRADE PROMOTION ORGANISATION

**Application / Catalogue Entry Form for 29th
HKTDC Food Expo, Hong Kong**

(TYPED ON THE LETTERHEAD OF COMPANY & SUBMIT DULY SIGNED & STAMPED)

| S. No. | Particulars | Information |
|---------------|-----------------------------------------------------------|----------------------------------------------------------------------------------|
| 1 | Name of the Show | 29thHKTDC Food Expo, Hong Kong |
| 2. | Dates & Venue | August 16-August18, 2018, Hong Kong Convention & Exhibition Center, Hong Kong |
| 3. | Name & Registered Address of the Company/ Firm | |
| 4. | Year of Establishment | |
| 5. | PAN of the Company / Firm | |
| 6. | TAN / TIN of the Company/ Firm | |
| 7. | Contact details | |
| a) | Tel. (with STD Code) | |
| b) | Fax No. | |
| c) | Email ID | |
| d) | Mobile No. | |
| e) | Website | |
| 8. | Name & Designation of Key Executive | 1) 2) |
| 9. | New item(s) proposed to launch | |

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| 10. | Space requirement (minimum bookable area is 9sqm.) | |
| 9. | Payment details: UTR No: Bank Date Amount | |
| 10. | Brief description on company profile for inclusion in the Fair Catalogue (50 words) | |
| 11. | Are you registered exporter? (Yes/ No) If yes, please attach a a) photocopy of Registration Certificate b) IEC Code c) HS Code | |
| 12. | Are you registered as small scale industry ? If yes, please attach copy of Registration Certificate. | |
| 13. | Are you a member of an EPC/ Commodity Board? Please specify. | |
| 14. | a) Total turnover of company (for the last two years) b) Export turnover | <hr/> <hr/> <hr/> |
| 15. | a) Countries of Export for the last three years. b) Commodity exported (Please attach a Chartered Accountant's certificate of Export performance) | <hr/> <hr/> |
| 16. | Whether you have participated in this Fair earlier, if so when? | |

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| 17. | Additional display facilities, if any (on payment basis) including provision of extra electricity load/ power point / sockets etc.) | |
| 18. | Exclusive Telephone in Booth on payment basis. | |

I

I / We hereby accept the Rules & Regulations of participation as per copy enclosed. A amount of Rs. 50,000/- , being the advance amount of participation charges has been transferred in ITPO's Bank Accounts as per details enclosed.

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|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Payment of rentals through RTGS/NEFT | INDIA TRADE PROMOTION ORGANISATION Bank HDFC Bank Limited Branch G-3/4, Surya Kiran Building, 19, Kasturba Gandhi Marg, New Delhi-110 001 Saving Account No. 00031110005078 IFSC Code HDFC 0000003 |
|---------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

(Signature of authorized signatory of the Company with Company seal)

Dated: _____

Name _____

Designation _____

India Trade Promotion Organisation

Rules & Regulations for participation in 29th HKTDC Food Expo from August 16-August 18, 2018, Hong Kong.

Application in the prescribed form duly TYPED for participation in overseas activities of ITPO is to be submitted along with participation fee through RTGS/Bank Transfer for booking of space. Space is offer with an area of 9sqm. (minimum bookable space)

1. Allotment of Space to the Participants

- a) Selection of participants will be done on first-cum-first served basis subject to first receipt of advance booking amount of Rs. 50,000/- (Rupees fifty thousand only).
- b) ITPO would make allocation of available space in the show premises at its discretion.
- c) 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.
- d) The space allotted to the approved participants is to be exclusively used by them for display of their exhibits as approved by ITPO. Subletting of space is not permissible. Violation of this clause may lead to cancellation of space allotted, forfeiting of space rent paid to ITPO and debarring the participation from the future participation in ITPO's events.

2. Refund of Participation Fee

Part Refund of participation fee will be considered in case where

- a) The space rent paid by the participant is in excess of the actual amount due to ITPO.
- b) The participants after approval withdraw from the participation but space is subsequently let out to some other participants who pay for the space. In such cases the first party can be allowed the refund after deducting 20% of the total amount payable.
- c) There is a change in the venue and date of an event and due to this the participant is unable to participate.
- d) Non-availability of space, rejection of application or in the event of cancellation of participation due to unforeseen circumstances.
- e) In case of force majeure where the participant is unable to participate due to the circumstances over which he has no control.

3. Visa

- a) ITPO, as a trade promotion organization, will provide necessary assistance to the representatives of the participating company by issuing recommendatory letter only to the concerned Embassy for obtaining visa.
- b) Visa recommendation letter will be issued only in favour of the Chief Executive / Proprietor / Senior Level Officer dealing with exports of the company who can take on the spot decision.
- c) ITPO shall not be liable, in case the concerned Embassy of the host/ transit country denies visa to a representative of the participating company for any reason.
- d) Since ITPO, on behalf of the participating company, has already committed for certain financial bindings by booking of space, construction / decoration of stand, catalogue entry, general publicity support etc., it will not be possible to consider any refund on account of denial of visa / delay in receipt of visa.

4. General

- a) Only goods of Indian origin will be allowed for display in Indian Pavilion. Participants will be allowed to display only those products which have been selected and approved by ITPO.
- b) Exhibits of participants, whose representatives do not turn up at the Fair/Show, will not be displayed.
- c) ITPO will not arrange shipment of exhibits for display. Participants will make their own arrangements for dispatching the exhibits at their own cost and risk.
- d) Participants will make their arrangements for removing exhibits from the packing cases and displaying them in the booth. Likewise, after the Fair, participants will make their own arrangements to repack and send the exhibits back to India.
- e) Participants will comply with instructions regarding packing and dispatch of exhibits and other matters concerning their participation. All payments with regard to import duty, any local taxes and forwarding the exhibits back to India will be borne by the participants in foreign exchange.
- f) Participants will not be allowed to remove the exhibits during the show without specific written permission from ITPO or show organizers.
- g) Participants will be required to furnish complete information on orders booked, enquiries generated, retail sales, etc. during and after the close of the Show. Compliance with this rule will be one of the criteria for selection of the participants for future ITPO programmes.
- h) All expenses for travel to & fro and stay abroad including boarding, lodging, medical treatment, insurance etc. will be borne by the participants themselves.
- i) Participants will adhere to such other regulations as may be prescribed by the country in which the show is held and / or the Fair Organizers.
- j) In the event of postponement/ abandonment/cancellation of the Fair/ Exhibition/Show, or in case of exhibits not being displayed due to any reason, ITPO shall be under no liability to compensate expenditure or loss, if any, incurred by the participants.

- k) In case of default of any payment due from the participants, ITPO reserve the right to debar them from participation in ITPO's fair in India & abroad and bring to the notice of appropriate authority.
- l) Any dispute / differences 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 or award shall be final and binding.
- m) The terms and conditions of participation shall be subject to the jurisdiction of courts in New Delhi.
- n) Refundable amount, if any, to the participant does not attract interest of any kind.

DECLARATION

I/We have studied the rules and regulations for participation carefully and agree to abide by the same.

Place: _____

Date : _____

Signature of the Authorised Representative

(Company Seal)

Name : _____

Designation _____

THE RTGS DETAILS OF THE HDFC BANK LIMITED

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|-------------------------|-------------------------------------------------------------------------|
| Name of the Beneficiary | India Trade Promotion Organisation |
| Name of the Bank | HDFC BANK LIMITED |
| Branch Address | G-3/4, SURYA KIRAN BUILDING, 19, KASTURBA GANDHI MARG, NEW DELHI-110001 |
| Account No. | 00031110005078 |
| Type of Account | Saving |
| RTGS/NEFT IFSC Code | HDFC 0000003 |
| MICR CODE | 110240001 |
| PAN | AAATI2955C |