

India Trade Promotion Organization
(Business Development Division)

Date : 03/01/2022

Subject : Mandatory usage of ITPO's Online Portal for third-party events' Booking, Services requisition and payments

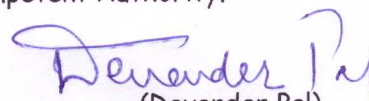
All the Third-Party fair Organisers intending to organise / organising their events at Pragati Maidan, are hereby advised to please note the following:

Bookings for dates / halls and changes / reschedulement application to be submitted

1. through the Online Portal.
2. All the services to be requisitioned through the Online Portal.
3. All the payments are to be made through the Online Portal.
4. In case of exigencies, the requests will be entertained through the e-mails and payments through RTGS/NEFT directly into ITPO's account.

Further, the access to the "Online Hall Booking Corporate Website Portal of ITPO" is through the link at the "Booking of Exhibition Space (For 3rd Party Events)" button on the Home Page of the ITPO's <https://indiatradefair.com/>.

This issues with the approval of Competent Authority.


(Devender Pal)

Deputy General Manager(BDD)

To

All Third-Party Fair Organisers
All Officers and Officials of BDD, ITPO
Revenue Department

Copy to :

1. PS to CMD
2. PS to ED
3. GM(BDD)
4. DGM(Finance)