



Confederation of Indian Industry



**22-23 OCTOBER 2009
VIGYAN BHAWAN
NEW DELHI**

EXHIBITOR

SERVICES MANUAL

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DESIGN GUIDELINES

1: GENERAL INFORMATION

This document contains several regulations, compliance of which is essential for the setting up of the Exhibition on Climate Change professionally. Every exhibitor must study and follow these guidelines carefully. Should you need clarifications or required advice, please contact our Exhibitor Relation Team for assistance.

| | | |
|--|--|---|
| Mr Vaibhav Goel +91-9818681194 vaibhav.goel@cii.in | Mr Amit Mehta +91-9810982666 amit.mehta@cii.in | Mr R Karthik +91-9871414465 r.karthik@cii.in |
|--|--|---|

Exhibitors would be well advised to inform their advertising / construction agents regarding these rules and regulations governing stand decoration. Please note the Organizer will not correspond or deal with agents engaged by the exhibitor.

The Exhibitor while planning stand design must observe the Stand Construction Regulations described in this section.

1. SUBMISSION OF LAYOUT FOR APPROVAL

The Stand drawings along with to-scale mock-ups/3D views, complete with details of exhibits, electricity, water and other installations, in 4 copies must be submitted to the Organizers for approval, latest by 12th October 2009. The exhibitor shall be bound by the changes / modifications advised by the fair architect. In case of non-receipt of stand drawings on time, the Organizer will be at liberty to allot the stand to another exhibitor. The Exhibitor will be liable to pay for the space rentals in full to the Organizer.

2. ENCROACHMENT

The Exhibitor must confine their exhibits within the area allocated. No encroachment on corridors, free space or other facilities provided by the Organizer will be permitted. Each Exhibitor shall follow the center of the markings on the floor for common sides and outside edge for open sides

3. ELECTRICAL FITTINGS / FURNITURE ON HIRE

Exhibitors who book Shell Scheme Stands are advised to contact the Fair Secretariat for requirements of additional furniture & electrical fittings. All such requirements must be registered by 10th October, 2009. The Organizers will make arrangements with concerned stand contractor to deliver additional items.

4. CARE OF BUILDING AND EQUIPMENT

Exhibitors or their contractors must not damage or deface the exhibition facility or the exhibits and equipment of other exhibitors. Should such damage occur, the Exhibitor responsible will be liable to compensate the owner the property so damaged.

5. DEMONSTRATION OF WORKING EXHIBITS

An Exhibitor intending to demonstrate equipment at this stand must:

DESIGN GUIDELINES

1: GENERAL INFORMATION

- Provide the Organiser with full details in writing of working exhibits involving moving parts, naked flames, lasers or of other hazards which could be potentially dangerous.
- Give proper consideration to safety conditions under which exhibits will be demonstrated, including safety guards and screens to prevent accident or injury to visitors and staff.
- Cause to annoyance to visitors of other Exhibitors. If a high level of noise or other objectionable factors are involved, the Organizer reserves the right to stipulate demonstration timings or to terminate a demonstration at any time.
- Ensure that no naked flames are used in any demonstration in the exhibition premises.
- Isolate controls and switches so that machinery cannot be accidentally activated.
- In case of dispute, the Organizers ruling will be the final.

6. DAMAGES

Exhibitors are responsible for the cost of making well or replacing any damages to exhibition premises, whether caused by themselves, their agents, and contractors or by any person or persons employed engaged on their behalf by such agents or contractors.

Exhibitors occupying Shell Scheme Stands will be held responsible for the cost of making good, restoring or renewing any damages to the shell stand structures, floor coverings, light fittings, or any part thereof, whether caused by themselves, their agents, contractors or by any such person or persons employed engaged on their behalf by such agents or contractors. The cost of making good any damage will be assessed by the Official Shell Scheme and charged to the Exhibitor.

The Organizer in conjunction with the ground authorities, will inspect the Halls before build-up and after break-down of the Exhibiton

7. FASCIA TEXT – DEADLINE

Exhibitors who book Shell Scheme built-up space are requested to send **Form No 5** giving the Fascia text for their Stand Fascia latest by 12th October 2009.

DESIGN GUIDELINES

2: GUIDELINES: RAW SPACE

1. GENERAL RULES & GUIDELINES FOR DESIGN AND CONSTRUCTION

- 1.1 All height details mentioned in these guidelines are from the ground level and not from any raised flooring created by the exhibitors.
- 1.2 Exhibitors are responsible for their own stand design and construction. The Organizers would be pleased to offer advice and guidance if required.
- 1.3 The following are strictly prohibited
 - Use of electrical flashes, flashguns etc. However, the Fair Architect may allow Neon signs above 2.5 Mtrs subject to approval.
 - Cloth Banners
 - State shows or presentations without prior permission in writing from the Organizer & without a concept not on the proposed show.
 - Suspending of display items from the Hall ceiling or parts of it.
 - Storage of any kind, behind the display walls.
- 1.4 The maximum height of the artificial floor, if any should not exceed 15 cms and any other area raised artificially or for displayed purpose shall be such that it does not obstruct the adjoining stand.
- 1.5 The maximum height of any stand should not exceed 2.5 mtrs unless approved by the Fair Architect.
- 1.6 Height of side partitions will be restricted to 2.5 Mtrs from the ground. If there is any difference in the level of partitions of any two adjacent stands, the exhibitor with a bigger height shall finish properly the portion extending above the neighbouring stand.
- 1.7 Single branding signages up to a maximum surface area of 1 Sq, mtr. and a maximum of 3.5 Mtrs. Height in stand up to a 100 sq. mtr and a maximum height of 5.0 mts. (subject to availability) for stands above 100 sq. mtr. area, provided they do not obstruct the view / orientation of any other stand.
- 1.8 Height of panel against natural back wall along with the periphery of the Hall will be allowed upto 5.mtrs subject to availability of Height and approval by Fair Architect.
- 1.9 Access must be given to Fire Exit, Electrical box, Service room etc within the exhibitor's stand area. It is mandatory to leave minimum on opening in the partitions against the natural wall to provide access for electrical fittings etc.

DESIGN GUIDELINES

2: GUIDELINES: RAW SPACE

- 1.10 Building of turn – tables/ramps would be permitted after clearance from the Fair Architect. If approved the Height of such a turntable /ramps must not exceed 1.0 mtrs. Exhibitors wishing to use turn table/ramps must clearly show the location in their drawings and obtain positive clearance from the Fair Architect failing which they would not be permitted to erect such turn tables/ramps.
- 1.11 Exhibitors may be permitted to erect a Conference/Meeting Room within their area upto 2.5 Mtrs height. The area of the meeting room may be upto 20% of the total area booked by the exhibitor. The location of the Conference / Meeting Room would require specific clearance by the Fair Architect. However, for stand with all sides open, the conference room shall have clear transparent glass / acrylic without any blinds / curtains above 1.2 Mt. Height
- 1.12 It is necessary that panels erected against glass walls in the Halls be properly finished on both sides. Exhibitors failing to do so would be penalized Rs. 800 per running meter. Covering would be done upto 2.5 mts height.
- 1.13 All open or unfinished sides of the exhibit space, which may appear unsightly, must be covered or the Organizer will have them covered at the Exhibitors sole expenses @ Rs. 800 per sqm. Any portion of the Exhibit bordering another Exhibitor's space must have the backside of the portions finished and not carry any identification signs or other marks that could detract from the adjoining exhibit
- 1.14 All exhibit floor space must be carpeted or covered
- 1.15 Woodwork in the Halls is prohibited Platforms / Panels and other decorations for the interior must be brought in prefabricated condition. Only assembly and finishing will be allowed in the Hall. Spray painting inside the Exhibition Halls is strictly prohibited and any exhibitor doing so shall bear the rise of dis-connection of power supply to the stand.
- 1.16 For island / 3 side open stalls it is mandatory for exhibitors to design their stands in such a way that there is no obstruction of any of the open sides. This will ensure free movement and give exhibitors a feel of openness adversely affect the display of other exhibitors. For the meeting rooms solid partitions upto 1.2 mtrs. and see through glass / clear acrylic partitions for the balance 1.3 mtr on top may be used.

DESIGN GUIDELINES

2: GUIDELINES: RAW SPACE

- 1.17 No solid partitions will be allowed within 3.0mtrs from the aisle in stands covering an area of 100 sqm and above.
- 1.18 A maximum of 70% of Stand area may be used for exhibits and the balance 30% must be left free for circulation. The Exhibitors shall not arrange the display of material in a way that would obstruct the passage area.
- 1.19 Natural Pillars falling with stand area may be covered to a height of 2.5 mtrs only. Stands with over 100 sqm area may cover pillars upto the full height subject to approval.
- 1.20 Hall columns, Roof Trusses, structures of the Hall must not be used as support or be subject to load or stress by the stand structure.
- 1.21 Exhibits over 2.5 m Height must not be placed on any raised height.
- 1.22 There is no restriction on height and weight of exhibits on display except imposed by the load bearing capacity on the floor and height of entry doors. The same should be checked with the organiser before finalizing large / heavy exhibits for display.
- 1.23 Any presentation / demonstration/ exhibit likely to interest groups of 10 or more must be located towards the centre of the stand and clearly shown on the stand drawings. If the location of such an exhibit results in blocking of the aisles, the aisle space thus blocked shall be billed to the exhibitor.
- 1.24 It is mandatory for the exhibitors to inform the Organizer if any other their exhibits comply with the following :-
- Exhibit configuration is 10 sqms or more.
 - Exhibit exceeds 2.5 mtrs in height or 3 mtrs in length.
 - Exhibit material exceeds 3 tons.
 - Exhibit contain liquid fuel / natural gas / propane.
 - Exhibits requiring water for demonstration purposes.
- 1.25 The Organizer reserves the right to change/alter/remove any exhibit interfering with the aesthetics of the exhibition or hinders the general public in any way.
- 1.26 To avoid inconvenience to other exhibitors and to enable the Organiser to complete repair work of passages, cable ducts etc., before the exhibition starts, exhibitors are requested to move in their exhibits with stipulated time given.

1.27 AUDIO VISUAL FILMS, VIDEO WALLS, STAGE SHOWS

- For state events / shows prior permissions should be obtained from the Organiser.
- No state events / shows with sound systems would be allowed during Media Day and Business Visitor Hours. These can be organized during General Visitors hours only. Details of stage events / shows with time duration and intervals, to be submitted to the organisers for approval.
- The Organizer reserves the right to regulate or restrict exhibits within a reasonable sound level or the sound level of 60dB peak on sound level meters (ANSI Type 2) on the SLOW meter position at 3 mtrs distance. The sound speakers must not be placed higher than 1.5 mtrs. They must be positioned downward and inward towards the centre of the exhibit booth or display area and may not be pointed towards the aisle. The Organiser reserves the right to restrict exhibitors use of sound and other devices which may interfere with the ebst interest of the fair environment as a whole.
- The organiser reserves the right to disconnect the supply of electric to any exhibitor violating these guidelines.

2. ELECTRICAL INSTALLATION REGULATIONS

- 2.1 Electrical wiring and installation must be done by Exhibitors through registered professional technicians using proper wiring switches etc. so as to ensure safety. The Organiser shall not be responsible or liable in case of any mishap due to use of sub – standard material or unskilled labour.
- 2.2 All wiring must be carried out in PVC, Elastomeric or other plastic sheathed cables. No exposed means of cable joints will be permitted
- 2.3 Lamps and appliances with high temperatures surfaces should be guarded and used well away from combustible materials
- 2.4 No light fitting or other appliances may be suspended from the roof of the exhibition hall
- 2.5 The Organiser reserves the right to disconnect any installation, which in their opinion is dangerous or likely to cause annoyance from the roof of the exhibition hall.

DESIGN GUIDELINES

2: GUIDELINES: RAW SPACE

- 2.6 In order to take of voltage fluctuations, the Exhibitors are advised to fix up constant voltage transformers or insulation. Transformer or stabilizers for CNC and other sensitive machines. Exhibitors are encouraged to use MCB wherever necessary. The main supply points and electrical installations in the stand should be easily accessible and should not be concealed.

3. STAND APPROVAL

- 3.1 The decision of the fair architect as regards the approval of the plan shall be final and binding upon exhibitors and the work must be carried out as per the approved drawing only.
- 3.2 Exhibitors must submit 4 copies of the design of the stand clearly detailing the design along with the floor plan for approval, latest by 12th October 2009. The drawings must also clearly show layout of exhibits, logo details, supporting stand electrical point etc and clearly indicate wall / panel height, exhibits, meeting rooms etc.
- 3.3 In case any pre-fabrication is done by any Exhibitor before the approval of the design by the fair secretariat, the Exhibitor shall be bound by the changes / modification advised at the time of approval of the design and to change the said pre-fabricated structure or any other feature so as to adhere to the basic design guidelines.
- 3.4 An exhibitor whose designs has been approved by the Fair Architect may only commence erection on or after the due date. No exhibitor shall be allowed to start work on their stands without the prior approval of the plan shall be final and binding upon exhibitors and the work must be carried out as per the approved drawing only.
- 3.5 The exhibitors must keep on copy of the approved drawing at the work site.
- 3.6 All displays will be inspected during the set-up days and any exhibitor deviating from the regulations must make modifications as suggested by the Fair Architect on his own expense prior to the show opening.
- 3.7 All Exhibitor stands must be completed in all respects by **1200 hrs** on **21st October 2009**.

DESIGN GUIDELINES

2: GUIDELINES: BUILT UP SPACE

1. GENERAL INFORMATION

1.1 Features : The Shell Scheme stand would be provided with the following

Rear and dividing walls of 2.5 mts ht.
Fascia with company's name on open stand frontage(s)
Floor covering with synthetic carpet

(Standard stall of 9 SQM includes Modular Stalls with structure of International standards, with side and rear walls, fascia for organization name, floor carpeting, 1 information table, 2 folding chairs, 3 spot lights, 1 power socket and 1 waste paper basket.)

1.2 Power for Demonstration : Apart from the list fixtures, one 5 Amp Power socket (for TV, Fridge, computers etc) will be provided in each booth of 09 sqm.

In case additional power is required for demonstration on running of machinery / exhibits, the exhibitors must inform the Organiser by 10th October 2009.

1.3 Additional Furniture on Hire: A comprehensive range of standard items including wall panels to form office enclosures, shelving, display panels, etc. may be hired from the Built-Up Stand Contractor.

1.4 Discussion Room : Additional fitments for a discussion room (maximum 20% of space will be provided) free of charge to Exhibitors who have booked a Built Up area of 48 Sqm and above. Exhibitors are requested to plan the location for this as per their display arrangements and submit the detailed drawing showing the location of conference room at the earliest but not later than 10th October 2009.

1.5 Ceiling : Ceilings shall be open but will be braced for stability where necessary.

1. GENERAL INFORMATION

2.1 Shell Scheme stand will be provided in accordance with the specifications mentioned. Please note that the internal dimensions of the Shell Scheme area are approximately 5 cm smaller than the contracted area at the walls are contained within circular upright aluminum members within the booth area

2.2 No alternations may be made in the Standard Shell scheme structure.

- No alternations may be made in the standard Shell Scheme Fascia.
- No alternations / removal of panels / podiums etc will be allowed
- Private furniture / carpets etc are not permissible
- Raising the floor artificially or construction of wooden flooring is not permissible
- Major woodwork, if any, must be approved **in advance** by the Fair Architect before starting such work.

DESIGN GUIDELINES

2: GUIDELINES: BUILT UP SPACE

2.3 The following are **strictly prohibited**.

- Use of electrical flashes, flash guns and neon signs
- Cloth Banners, Velvet Banners or Velvet Covers on the panels / table. Stage shows or presentations without prior permission in writing of the Organiser.
- Planning, Colouring, Wallpapering, Sticking of Thermocols cut letters, Nailing or drilling of panels. If you require assistance in hanging or displaying your exhibits, please consult the Official Shell Stand Contractor of your Hall. Exhibitors would be charged @ Rs. 800 per panel for any damage to panels.
- Suspending of items from the Hall ceiling or parts of it.
- Storage of any kind behind the display walls.
- Digging, grouting or cutting of the floor.
- Raising the height of the back wall / fascia for promoting the company name / logo

2.4 No additional out sourced stand fitting or display may be attached to the shell stand structure.

2.5 All interior stand fittings must be contained within the shell stand structure and must not exceed 2.5m height. No freestanding equipment may exceed a height of 2.5m or extend beyond the boundaries of the site allocated.

2.6 It is mandatory for Exhibitors with 2 or 3 sides open stands, to arrange display in such a way that there is no obstruction on any of the open sides. This will ensure free movement and give exhibitors a feel of openness and transparency. Exhibitors are not allowed to obstruct the view or adversely affect the display of other Exhibitors.

2.7 A minimum of 30% of Stand area must be left for circulation. Exhibitors shall not arrange the display of material in a way that will obstruct passage areas.

2.8 Natural pillars falling with stand areas may be covered to a height of 2.5 mtrs.

2.9 Exhibits of over 2.5 mtrs height must not be placed on any raised platform.

2.10 There is no restriction on height and weight of exhibits on display except imposed by the load bearing capacity of the floor and height of entry doors. The exhibitors to take prior clearance from the Organiser before finalizing large / heavy exhibits for display.

DESIGN GUIDELINES

2: GUIDELINES: BUILT UP SPACE

2.11 Any presentation / demonstration / exhibit likely to interest groups of 10 or more must be located towards the centre / rear portion of the stand and clearly shown on stand drawings.

2.12 It is mandatory for the exhibitors to inform the Organiser if: -

- Exhibit configuration is 10 sqms or more
- Exhibit exceeds 3.5 mtrs in height or 4 mtrs in length
- Exhibit material exceeds 3 tons.
- Exhibit contain liquid fuel / natural gas / propane.
- Exhibit require water for demonstration purposes.

2.13 To avoid inconvenience to other exhibitors and to enable the Organiser to complete repair works of passages, cables, ducts etc. before the exhibition starts, Exhibitors are requested to move in their exhibits within the stipulated time.

2.14 **AUDIO VISUAL FILMS, VIDEO WALLS, STAGE SHOWS**

- For state events / shows prior permissions should be obtained from the Organiser.
- No state events / shows with sound systems would be allowed during Media Day and Business Visitor Hours. These can be organized during General Visitors hours only. Details of stage events / shows with time duration and intervals, to be submitted to the organisers for approval.
- The Organizer reserves the right to regulate or restrict exhibits within a reasonable sound level or the sound level of 60dB peak on sound level meters (ANSI Type 2) on the SLOW meter position at 3 mtrs distance. The sound speakers must not be placed higher than 1.5 mtrs. They must be positioned downward and inward towards the centre of the exhibit booth or display area and may not be pointed towards the aisle. The Organiser reserves the right to restrict exhibitors use of sound and other devices which may interfere with the best interest of the fair environment as a whole.
- The organiser reserves the right to disconnect the supply of electricity to any exhibitor violating these guidelines.

2.14 The Organiser reserves the right to change / alter / remove any exhibits interfering with the aesthetics of the exhibition that hinders the general public in any way.

DESIGN GUIDELINES

2: GUIDELINES: BUILT UP SPACE

3. ELECTRICAL INSTALLATION REGULATIONS

- 3.1 Electrical wiring and installation required for connecting machines(s) for demonstration purpose, must be undertaken by Exhibitors employing registered professional technicians using proper wiring switches etc. so as to ensure safety. The Organiser shall not be responsible or liable in case of any mishap due to sub-standard material or unskilled labour.
- 3.2 All wiring must be carried out in PVC. Elastomeric or other plastic sheathed cables. No exposed means of cable joints will be permitted
- 3.3 The Organiser reserves the right to disconnect any installation, which in their opinion is dangerous or likely to cause annoyance from the roof of the exhibition hall.
- 3.4 In order to take of voltage fluctuations, the Exhibitors are advised to fix up constant voltage transformers or insulation. Transformer or stabilizers for CNC and other sensitive machines. Exhibitors are encouraged to use MCB wherever necessary. The main supply points and electrical installations in the stand should be easily accessible and should not be concealed.

4. STAND APPROVAL

- 4.1 Exhibitors must move in as per schedule given in section 2 (Pre Fair Period) of the manual provided, space rent , deposits and other dues have been paid in full to the Organiser.
- 4.2 Exhibitors booking over (& equal to) 36 sqms of space must submit 4 copies of the design of stand showing elevations and plan for approval by 12th October 2009.
- 4.3 All stands will be inspected during the set-up days and any exhibitor deviating from the regulation must make modifications as suggested by the Fair Architect on his own expense, prior to the show opening

4.4 All exhibitors stand must be completed in all respects by 1200 hrs on October 21, 2009 [Wednesday].

OFFICIAL SERVICE PROVIDERS (FOR EXHIBITION)

22-23 October 2009
Vigyan Bhawan
New Delhi

Delhi High Level Conference & Exposition on
**CLIMATE CHANGE:
TECHNOLOGY DEVELOPMENT
AND TRANSFER**

1. CLEARING AND FORWARDING AGENT

R.E. ROGERS INDIA PVT. LTD.

1, COMMERCIAL COMPLEX,
POCKET H & J
SARITA VIHAR
NEW DELHI-110076

TEL: 0091-11-26949801 / 9802

FAX: 0091-11-26949803 / 5900

Contact:

Mr Jitender Walia

Mobile No. 9873006481

Email Id: Jeetu@rogersworldwideindia.com,
rerid@rogersworldwideindia.com

2. BUILT-UP STAND CONTRACTORS

Pavilions & Interiors (I) Pvt. Ltd

A-63, Sector 57, Noida - 201310 (U.P.)

Tel : 0091-120-2581217/1218, 2581119

Fax : 0091-120-2581215

Email : pinoida@pavilionsinteriors.com

Branches at : Delhi, Mumbai, Kolkata, Bangalore, Kochi.

Contacts:

1. Ms Mrinalini Sethi

Manager- Marketing

Mobile No.: +91-9310159114

Email: mrinalini.ms@pavilionsinteriors.com

2. Mr Hardeep Singh

Sr. Manager Projects

Mobile No.: +91- 9310359111

Email: hardeep.singh@pavilionsinteriors.com

3. SECURITY

G4S Security Services (India) Pvt. Ltd

82 A, Panchwati, Sector – 18

Gurgaon – 122 016, Haryana

Contact:

Mr A P Singh

Vice President - Spl. Events & Executive Protection Services

Phone : 0091 124 2398888 : Fax : 0091 124 2398889

Mob: 0091 9810509538 : Email : ap.singh@in.g4s.com



**Confederation of
Indian Industry**

Delhi High Level Conference & Exposition on
**CLIMATE CHANGE:
TECHNOLOGY DEVELOPMENT
AND TRANSFER**

Mail to:

Confederation of Indian Industry
Trade Fairs Division
249-F, Sector-18
Udyog Vihar Phase 4
Gurgaon - 122 015. (INDIA)
Tel : +91 124 401 4060-67
Fax: +91 124 423 4170, 401 4080
Email : r.karthik@cii.in
Website: www.cii.in

**APPLICATION
FOR
ADVERTISEMENT
IN THE FAIR
CATALOGUE**

Form No.2

**Deadline
October 15, 2009**

THE EXHIBITOR'S CATALOGUE:

Exhibition on 'Climate Change: Technology Development and Transfer' is being organized on **October 22-23, 2009 in New Delhi** by the Ministry of Environment & Forests (MoEF), Government of India in partnership with Confederation of Indian Industry (CII).

The unique exhibition will facilitate partnerships, joint ventures, technology transfers and creates an ideal platform for the industry and service providers to interact with the key senior officials from MoEF.

EXHIBITOR'S CATALOGUE will be distributed to a wide range of Business Visitors, High Level Government Officials, Industrial Delegations from around the world, Indian Embassies, Overseas Missions in India and the International Organizations.

ADVERTISEMENT RATES
For Full Page Advertisement

| | INR |
|-----------------------------|-------|
| 1) Black & White | 2500 |
| 2) 4 Color | 5000 |
| 3) Back Cover | 15000 |
| 4) Inside Front Cover | 10000 |
| 5) Inside Back Cover | 10000 |
| 6) Book Mark | 20000 |
| 7) Facing Inside Back Cover | 10000 |

GENERAL CONDITIONS:

1. Advertising Opportunities in "Exhibition on Climate Change" Catalogue are available to exhibitors and non exhibitors
2. The submission of this form by the Company / Organization shall constitute a firm order to the organizer
3. Order will be accepted by the Organiser provided it is received along with Demand Draft for the full amount in advance, payable to the CONFEDERATION OF INDIAN INDUSTRY, New Delhi. Advertisement in the catalogue is not guaranteed unless this condition is fulfilled.
4. Rates shown are payable strictly net, without deduction, discount or agency commission.
5. Advertisement material should be submitted in Coral Draw /PDF Format in the following sizes.
*Catalogue trimmed size is 140mm x 190mm
* A full page ad live area size 120mm x 170mm
* Full page Bleed size 150mm x 200mm
6. The last date for submission of ad material is **October 15, 2009**
7. Overseas Companies can remit the payment in US\$ through Bank transfer as per details given below:-

Beneficiary : Confederation of Indian Industry
Account No : 522 10 90 91 92
Standard Chartered Bank
H 2 Rajiv Chowk
New Delhi 110 001 India
Fax No : 00 91 11 23711453
Swift Code : SCB LINBB DEL
IBAN : GB41SCBL60910457083521

ADVERTISEMENT ORDER

Please Book a Full Page _____ (Please Specify Category)

I / We have read the General Conditions of the advertisement in the catalogue and confirm that they are acceptable to us. I enclose the Cheque/Draft No/ Remittance Detail _____ dated _____ Rs _____./

Organization Contact Details:



**Confederation of
Indian Industry**

Delhi High Level Conference & Exposition on
**CLIMATE CHANGE:
TECHNOLOGY DEVELOPMENT
AND TRANSFER**

Mail to:

Confederation of Indian Industry
Trade Fairs Division
249-F, Sector-18
Udyog Vihar Phase 4
Gurgaon - 122 015. (INDIA)
Tel : +91 124 401 4060-67
Fax: +91 124 423 4170, 401 4080
Email : r.karthik@cii.in
Website: www.cii.in

**EXTRA POWER
REQUIREMENT**

Form No.4

**Deadline
October 12, 2009**

We give below our requirement for connected power load and lighting load and agree to pay at flat rate of Rs. 1000 per KW for the fair duration. We have noted and accept out liability to a penalty of 30% on the total charges for any violation during the Exhibition.

1) Raw Space

(i) Indoor Raw Space KW

2) Built-up Space

Power for demonstration KW

Total KW

Note: 1. Normally we give only single phase line for requirement upto 3 KW. In case you need a three-phase connection specify the same.

2. Available of power in single phase is 230 V and 400 V in three phase +/- 10% with Frequency 50 CPS +/- 3%

3. For billing purpose electricity will be calculated at 1 kw per 1 sqms space booked (both indoor & outdoor) if power requirement is not give

Name

Designation

Company

Office Phone No.

Stall No.



Confederation of Indian Industry

Delhi High Level Conference & Exposition on
**CLIMATE CHANGE:
TECHNOLOGY DEVELOPMENT
AND TRANSFER**

Mail to:

Confederation of Indian Industry
Trade Fairs Division
249-F, Sector-18
Udyog Vihar Phase 4
Gurgaon - 122 015. (INDIA)
Tel : +91 124 401 4060-67
Fax: +91 124 423 4170, 401 4080
Email : r.karthik@cii.in
Website: www.cii.in

**FASCIA
NAME**

Form No.5

**Deadline
October 12, 2009**

To be completed and returned by those exhibitors who have booked built-up space

A. FASCIA NAME: Please give below require on fascia (maximum 25 letters for a fascia of 3.0 mtrs in length. Only standard lettering will be used.

Logos will not be allowed on the FASCIA. If the exhibitor fails to meet the deadline, the Organiser will have no option but to incorporate the name of the company on which the booth is contracted.

Please use Block Letters :


Name

Designation

Company

Office Phone No.....

Stall No.....

| | | |
|---|--|------------------|
|  Confederation of Indian Industry | <i>Delhi High Level Conference & Exposition on</i> CLIMATE CHANGE: TECHNOLOGY DEVELOPMENT AND TRANSFER | |
| Mail to: Confederation of Indian Industry Trade Fairs Division 249-F, Sector-18 Udyog Vihar Phase 4 Gurgaon - 122 015. (INDIA) Tel : +91 124 401 4060-67 Fax: +91 124 423 4170, 401 4080 Email : r.karthik@cii.in Website: www.cii.in | SECURITY SERVICES | Form No.6 |

We need Security Services as per details give below :-

We agree to pay as per details given below for 8 hours shift.

Approved Charges in INR (Per 8 Hours Shift):

| | Security Services Charges (INR) |
|----------------|---------------------------------|
| Security Guard | 750.00 |
| Supervisor | 1250.00 |
| Inspector | 1500.00 |

Service Tax @ 10.3% extra

Name

Designation

Company

Office Phone No.

Stall No.....



**Confederation of
Indian Industry**

Delhi High Level Conference & Exposition on
**CLIMATE CHANGE:
TECHNOLOGY DEVELOPMENT
AND TRANSFER**

Mail to:

Confederation of Indian Industry
Trade Fairs Division
249-F, Sector-18
Udyog Vihar Phase 4
Gurgaon - 122 015. (INDIA)
Tel : +91 124 401 4060-67
Fax: +91 124 423 4170, 401 4080
Email : r.karthik@cii.in
Website: www.cii.in

**EXHIBITOR
BADGES**

Form No.7

**Deadline
October 15, 2009**

Please issue badges for the following official who will be manning our pavilion

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....
- 8.....
- 9.....
- 10.....

Name

Designation

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Stall No.....



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EXIT PASS

Form No.8

Exhibitors can use this form in company letterhead also

Dear Sir,

Kindly allow us to take out the following materials which were brought for use / display at Exhibition on Climate Change from the exhibition venue [Vigyan Bhwan Back Lawns, New Delhi].

- 1.....
- 2.....
- 3.....
- 4.....
- 5.....
- 6.....
- 7.....
- 8.....
- 9.....
- 10.....

Name

Designation

Company

Office Phone No.....

Stall No.....