

## Cost of participation, Guidelines, Rules & Regulations for Allotment of Booths IGJME 2019

Sr. no.	Category / Premium	IGJME 2019 (per sq.mtr)
1	GJEPC Member	₹ 15000
2	GJEPC Non-Member	₹ 16500
	International Exhibitors	\$ 300
3	Premium on 2 Side open booth location	5% Over & Above booth cost
4	Premium on 3 Side open booth location	10% Over & Above booth cost
5	Premium on 4 side open booth location	15% Over & Above booth cost
6	Refundable Security deposit	10% of booth cost
7	GST	18% of booth cost

Fabricated by official contractors appointed by GJEPC and it will comprise of certain standard features to cover display areas, cabinets, layouts, branding. Complete details will be provided in the Exhibitor Manual

**Applicants are requested to make note that there will be no IGJME 2019 & IJS 2019 combo participation charges from IGJME 2019 onwards.**

**Order of Preference to Applicants:** The order of preference for booth allotment will be in serialized order of preference from higher to lower area/space as per below through lottery basis. The Preference of allotment in all the categories will be as under:

1. GJEPC Members
2. JMA Members
3. Non-members of GJEPC/JMA

### A. Last year Exhibitors (IGJME 2018)

#### 1) First Preference: Auto Allotment

AUTOMATIC allotment to those companies who are retaining the same area and location as held in IGJME 2018 WITHOUT any changes including the booths / location identified as mezzanine booths

#### 2) Second Preference: Displaced

Allotment to Companies who are displaced due to changes in the floor plan for alignment or any other purpose. The list of the displaced booth is attached in **Annexure I**

#### 3) Third Preference: Change in Location / Area

Allotment to those companies who submit change of location or area. The order of preference for allotment will be as follows:

- Companies opting for LESS space than occupied by them at IGJME 2018.
- Companies opting for SAME space as occupied by them at IGJME 2018 but requested for a change in location.
- Companies opting for MORE space than occupied by them at IGJME 2018.

B. **Waitlisted Companies:** All the applicants that has applied for participation at IGJME 2018 & were not allotted booth, will be considered as waitlist & will be given 2<sup>nd</sup> preference in allotment after the allotment of last year exhibitors.

### C. **New Applicants**

- 1) Allotment to New Applicants (Applications which we will be received on or before 15<sup>th</sup> November 2018 and those who have not participated at IGJME 2018.)

**2) Allotment to fresh applicants (Space applications received post 15<sup>th</sup> November 2018)**

Application received post 15<sup>th</sup> November 2018 will be under a wait list category according to the date of receipt of the application and payment all such booth will be allotted on first come first serve basis, subject to availability and cancellations, if any.

The last day of accepting the space applications for consideration in the process of allotment will be **15<sup>th</sup> November 2018**

**General Guidelines:**

- a. **Online Space Application:** All applicants are required to compulsorily submit the online space application form before **15<sup>th</sup> November 2018** and send application, payment and declaration to complete their participation formalities.
- b. **Pre-Fabricated Booths:** Members may take note that all the booths in various sections will be pre-fabricated maxima panels with fixed furniture. (Please refer to exhibition manual later for further details of options) Customized booths or involvement of private contractors is strictly not permitted
- c. The applicants under Group Company who are desirous to select the booths together at a common location for the entire Group Company are required to make a prior intimation before the specified allotment date on their company letterhead or via email through the respective registered mail ID as mentioned in the space application form (the allotment of booths for all such applicant companies will be done together under lottery draw).
- d. **Booth Allotment:** Booth allotment will be undertaken from higher to lower space as per availability and through lottery basis. No further changes/modification in space will be accepted after submission of online space application form and before booth allotment.
- e. **Premium on Location:** All premium charges applicable on Corners, Island, Premium, booths are marked on the floor plan. Please refer to the legends & applicable premium given in floor plan. Premiums will be applicable on entire area of booth selected. In case of any further assistance please contact GJEPC.
- f. **Penalty Charges for late submission of Online Space Application:** In case any applicant misses out on the submission by 15<sup>th</sup> November 2018 (stipulated deadline) then they will have an option to submit the same with an additional 50% penalty charges on total space cost by an extended deadline of 20<sup>th</sup> November 2018. There will be no further extension available for such applicants and their booths will be released to the waitlisted applicants without any further notice. It may be noted that in view of the huge waiting list of new applicants, there will be no availability of space/area in the floor plan in case extended deadline is missed

**Point to Note:**

- a. Applicants may note that all official communication from GJEPC for IGJME 2019 will be done only through emails primarily at the email address notified under membership user. There will be no other medium of communication in this regard.
- b. The allotment of booths for all the applicant members (pan India) will be held at a centralized location in Mumbai on a stipulated date. Regional Applicants can be present at GJEPC Regional Offices as per the details mentioned in the allotment schedule that will be circulated later.
- c. The exact dates & schedule of allotment will be announced to all the applicants' individually through email and announced simultaneously on www.iijs.org. Please note that communication in no other form will be made with regards to the final schedule of booth allotment.
- d. The decision of the organizers with regards to allotment will be final & binding on all the applicants.
- e. Please read the cancellation policy carefully before applying.

Sr. No.	Dates	Cancellation Charges
1	16 <sup>th</sup> November to the booth allotment	50%
2	After booth allotment	100%