

# PART 1



**APPLICATION FORM – STALL RESERVATION – FOREIGN**  
**‘INTRAD - EXPO 2014 & AROGYA 2014’ - 16<sup>th</sup>, 17<sup>th</sup> & 18<sup>th</sup> May 2014**  
**‘International Exhibition & Trade Fair’**

Bandaranaike Memorial International Conference Hall (BMICH), Colombo, Sri Lanka.

## A. COMPANY INFORMATION

<b>Company Name</b> (IN BLOCK LETTERS)													
<b>Address</b>													
<b>Country</b>													
<b>Name of CEO</b>													
<b>Telephone</b>													
<b>Fax</b>													
<b>Email</b>													
<b>Website</b>													

## B. EXHIBITION CO-ORDINATOR'S INFORMATION

Exhibition organizer will co-ordinate only with the Co-ordinator.

<b>Name of the Co-ordinator</b> Mr / Mrs / Ms			
<b>Designation</b>			
<b>Tele (Land)</b>		<b>Mobile</b>	
<b>Fax</b>		<b>Email</b>	

## C. EXHIBITOR CATEGORY

The Exhibition is divided into 12 Categories, Mark (X) against the category you wish to represent.

Agriculture		Power and Energy	
Industry		Tourism	
Plantations		Health related Services	
Manufacturing		Environmental Services	
Light Engineering		Educational Services	
Food Processing		Construction and Engineering	
ICT		Banking	
Insurance		Transport	
Exporters		Importers	

‘INTRAD - EXPO 2014 & AROGYA 2014’ - 16<sup>th</sup>, 17<sup>th</sup> & 18<sup>th</sup> May 2014  
‘International Exhibition & Trade Fair’

(Organized by the National Chamber of Commerce of Sri Lanka, 450, D R Wijewardene Mawatha, Colombo 10, Sri Lanka)

**D. BOOKING OF STALL/S**

Size & Location	Investment	No. of Booths		Total Amount (USD)
3m x 3m (Inside)	US\$ 1,000/- nett		=	

(Those who reserve stalls before 10<sup>th</sup> of April 2014 are entitled to a 5% discount of the total value. Those who reserve more than one stall will be eligible for a further discount of 5% for every additional stall)

**E. NAME OF COMPANY TO BE DISPLAYED**

Details of Board to be displayed in the Stall (in Block Capitals)


**F. MODE OF PAYMENT**

<b>a) Bank draft / Cheque</b>		<b>b) Transfer</b>	
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(Please tick in the relevant cage for the mode of payment)

<b>TOTAL AMOUNT US\$</b>
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Payment could be made by :- (a) Bank Draft (b) Instructing your Bank to transfer money to the National Chamber of Commerce of Sri Lanka., Seylan Bank, First City Office, Colombo 01, Sri Lanka. - A/c No. 0011-00011209-001  
 SWIFT CODE : SEYBLK LX

Cheques should be drawn in favour of “The National Chamber of Commerce of Sri Lanka” & crossed A/C payee only.

**G. DECLARATION**

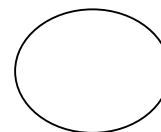
We hereby apply for participation in **INTRAD - EXPO 2014 & AROGYA 2014** Exhibition & Trade Fair to be held in Colombo, Sri Lanka. We agree to abide by the terms and conditions in the attached “Exhibition & Trade Fair Rules and Conditions” and further agree and acknowledge that Exhibition & Trade Fair Rules and Regulations form part of our Agreement with the organiser in connection with our participation in ‘INTRAD - EXPO 2014 & AROGYA 2014’ Colombo, Sri Lanka.

**FOR AND ON BEHALF OF APPLICANT COMPANY**

Signature : .....

Designation : .....

Date : .....



Company Seal

**PART 2**

**EXHIBITOR CATALOGUE – INFORMATION**

**A. CATALOGUE INFORMATION**

<b>Company Name</b> (in Block Letters)									
<b>Address</b>									
<b>Country</b>									
<b>Name of CEO</b>									
<b>Contact Person :</b> Mr / Mrs / Ms									
Tele									
Fax									
Email									
Website									
<b>COMPANY PROFILE</b> (max 100 words)									

**B. CATALOGUE & ADVERTISEMENT GUIDE**

Type		Size	Investment
Full Page Colour	Front Inner	A5	US\$ 150
	Back Inner		US\$ 150
	Inner Page		US\$ 100

➤ Art work will have to be provided.

**TOTAL AMOUNT US\$** .....

Payment could be made by :Cheque or Cash

Please attach and forward this information along with the Application Form or Visit our website and fill form [www.intrad-arogyas2014.com](http://www.intrad-arogyas2014.com). Tele : +94 11 4741788, 4741984, 2689600, Fax : +94 11 2689596, Email : [sg@nationalchamber.lk](mailto:sg@nationalchamber.lk), [devi@nationalchamber.lk](mailto:devi@nationalchamber.lk)

**C. BOOTH SPECIFICATIONS**

**Standard Setup**

Standard Booth, One Table, Two Chairs, One Plug Base (5Amp), Two Spot Lights, Name Board

**Extra Accessories**

Exhibitor can order extra items of furniture / accessories from organizer subject to cost involvement.

## Exhibition Rules & Regulations

### 1. Application Form

1.1 The Exhibitor acknowledges that by signing the application form it has agreed and undertaken to comply with all its obligations under the regulations and any other additional rules and regulations prescribed by the organizer.

1.2 The Organizer has the sole discretion to accept or reject, without giving any reason or explanation, the applicant's application to exhibit at the exhibition.

### 2. Participation fee and payments

2.1 Payments to be made in full when submitting the Application.

2.2 Payment will be non-refundable except.

a). When the organizer has rejected the application to exhibit at the exhibition, the organizer will refund in full but without interest that part of the participation fee paid by the applicant; or

b). When the organizer has cancelled or materially reduced or shortened the exhibition. The organizer may at its sole and absolute discretion refund without interest such amount if any, of the participation fee as the organizer thinks appropriate.

### 3. Stall Allocation

3.1 Stall allocation will be on first come first served basis. The organizer has the sole and absolute discretion in allotting and specifying the location and position of the stand and reserves the right to re-allot and re-specify another stand different to the one originally allotted to the exhibitor at any time prior to the commencement of the exhibition. The exhibitor does not have a right to object to such allocation and specification.

3.2 The exhibitor cannot use a name on the stand that is different from the one specified on the application form without the prior written approval of the organizer.

3.3. The right to use the stand allocated is personal to the exhibitor and cannot be transferred, assigned, sub-contracted or otherwise shared with any third party.

### 4. Construction of the Stand and related work

4.1 The stand will be provided by the Organizer's official contractors and is of standard designs. No variation of the fascia board, lettering, fittings, structure or any integral part of the stand by the exhibitor will be permitted without the prior written approval of the organizer. The exhibitor shall be liable to the organizer for any damage caused by the exhibitor, contractors, agents or associates to any part of the stand.

4.2 The transportation assembly, dismantling and removal of the custom-built stand shall be sole responsibility of the exhibitor. All such work must be carried out according to the arrangements and within the time limits specified in the regulations or as otherwise specified by the organizer.

4.3 Work of any kind carried out by the exhibitor at the exhibition venue must conform to all applicable statutes, rules and regulations applicable to the exhibition venue and also those specified by the organizer. The organizer reserves the right to stop any work which contravenes any such statutes, rules and regulations and the exhibitor shall have no claim against the organizer or its agents for any other losses or damages.

4.4 Work of any kind carried out by the exhibitor or its associates at the exhibition venue including the decoration of the stand must be completed within the time limits specified by the organizer and in any case by 09.00 pm on the day preceding the commencement of the exhibition period. All repairs or alterations to the stand or displays may only be carried out by the exhibitor during the time that the exhibition is closed for the public, with the prior approval of the organizer or its agent.

4.5 The exhibitor must remove from the exhibition venue, all products, goods, materials and other items of the exhibitor or its associates within one day after the conclusion of the exhibition or within such other time as specified by the organizer. Any such products, goods, materials and other items which are not removed from the exhibition venue by the specified time will be deemed abandoned and will be removed and disposed of by the organizer at the exhibitors expense. The organizer will not incur any liability for any loss, damage or expense whatsoever suffered by the exhibitor and or its associates as a consequence thereof.

### 5. Electricity

5.1 All additional electrical work and fittings other than what is supplied by the organizer must be done at the Exhibitor's own expense. Such electrical work and fittings shall be performed by a contractor appointed by the Organizer.

5.2 All electrical work, fittings and wiring must be carried out and installed in compliance with these exhibition rules and regulations.

And of the exhibition venue and any other laws and regulations which are in effect in connection with the exhibition.

### 6. Security of the Exhibition Venue

6.1 24 hour security coverage will be provided at the venue of the exhibition by the organizer and all exhibitors should follow advice given by the security officers.

6.2 Cost of any damage caused to the exhibition premises by the exhibitor, will be charged from the exhibitor.

To prevent theft/damage to goods, at least one representative should be present through-out the period of the exhibition

### 7. Exhibitor Badges & Vehicle Passes

7.1 The organizer will provide the exhibitor with five exhibitor badges to be used by its personnel, agents or representatives of the exhibitor. The exhibitor may in writing request additional exhibitor badges and the organizer may provide such additional exhibitor badges if considered necessary.

7.2 The exhibitor must provide the organizer with all particulars of all personnel, agents or representatives of the exhibitor who will use the exhibitor badges before the badges could be issued. The exhibitor shall ensure such personnel.

- Display their exhibitor badges conspicuously whilst at the exhibition venue.
- Do not transfer their exhibitor Badges to any other person.
- Return the exhibitor badges to the organizer at the end of the exhibition period or upon demand by the organizer.
- Comply with all obligations or request imposed on such personnel by the organizer or its agents.

7.3 The organizer will provide the exhibitor with one vehicle pass issued by the organizer and or the management of the exhibition venue. Only vehicles with such vehicle pass will be permitted to enter into the loading dock at the exhibition venue.

## 8. Liability, Rights and Insurance

8.1 The organizer, its agents, representatives, contractors or employees shall not be liable in any way whatsoever in respect of any loss, injury or other damages suffered by or caused to the exhibitor or its associates or the products or other property of the exhibitor, its associates or its visitors.

8.2 The organizer shall not be responsible in any manner whatsoever for the consequences of any introduction or commercial transaction made during or as a result of the exhibition.

8.3 The exhibitor undertakes to indemnify and at all times hereafter to keep indemnified the organizer, its agents representatives and employees on demand from and against all liabilities, actions, proceedings, claims, damages, costs and expenses they may suffer or incur by reason however in relation to any agreement with the exhibitor or its associates or any breach of the regulation by the exhibitor or its associates.

8.4 All products, materials and other items of the exhibitor or his associates are brought to an removed from the exhibitor venue at the sole risk of the exhibitor and should be safeguarded by the exhibitor at all times.

8.5 The exhibitor acknowledges and agrees that its participation in the exhibition is solely at the exhibitors own risk.

8.6 The organizer reserves the right to exercise a general lien over any property the exhibitor has in the exhibition venue in respect of all monies due to the organizer (including claims for damages) howsoever in connection with the exhibition.

8.7 The exhibitor must comply with all relevant health and safety legislation and ensure that all its associates are aware of their duties and responsibilities. Any equipment which may be used must be safe and without risks to health.

## 9. INTRAD - EXPO 2014 & AROGYA 2014 - 100% Duty Free

9.1 (Organized by the National Chamber of Commerce of Sri Lanka, 450, D... an;

rights) of any person or entity and does not constitute a contravention of any applicable rule or law whether in the country of the exhibition venue or any other country.

9.2 The exhibitor shall at all times, and without limit in point of time, indemnify and hold indemnified the organizer in full on demand against all liability, loss, damages, costs and expenses (including legal costs and expenses on a full indemnity basis) awarded against or incurred or paid by the organizer as a result or in connection with breach of any warranty given by the exhibitor and any claim that the products infringe or their importation use or resale infringes and patent copyright design right trademark or other intellectual property rights of any or other or entity.

## 10. Cancellation of Exhibition

10.1 The organizer reserves the right to change the plan, site character or the exhibition venue at any time. The organizer may in its sole and absolute discretion make proportional allowance for the space allocated to the exhibitor.

10.2 Notwithstanding anything contained in the Regulations or any other documents or agreements between the Exhibitor and the Organizer, the Organizer reserves the right to cancel, alter in character or reduce in scale the exhibition, or to shorten or extend the exhibition period in its sole and absolute discretion at any time for whatsoever reason provided always that the organizer may at its sole discretion refund without interest such amount, if any, of the participation fee as the organizer thinks appropriate.

10.3 Subject to discretionary right to refund the participation fee under paragraph 10.2 above, the organizer, its associated companies, its agents and representatives shall not be liable and the exhibitor shall not make any claim or demand, whether for loss damage, or return of all or part of any money paid by the exhibitor, in connection with the organizer exercising its rights under paragraph 11, including without limitation, any cancellation, alteration, reduction, shortening or extension of the exhibition or the exhibition period.

## 11. Governing Law

11.1 These conditions shall be governed by and construed in all aspects in accordance with the laws of Sri Lanka and the exhibitor irrevocably submits to the non-exclusive jurisdiction of the Courts of Sri Lanka.