

7th Edition

Elektrotec 2024

An Exhibition for Electrical, Industrial Electronics and Renewable Energy
(An Event of CODISSIA Intec Technology Centre)

9th - 12th August 2024

CODISSIA Trade Fair Complex
Coimbatore, Tamil Nadu, INDIA



Organised by

**1 Venue, Dates & Timings**

ELEKTROTEC 2024, will be held from 9th to 12th August 2024 at CODISSIA TRADE FAIR COMPLEX, G.V.Fair Grounds, Avinashi Road, Coimbatore – 641014, India, Phone : +91 422 2222396, 2222397

Business Visitors - 10.00 am to 3.00 pm General Visitors : 3.00 pm to 5.00 pm

Exhibitors - 9.30 am to 6.00 pm

Last Day - Fair closes at 5.30 pm

2. Basic facilities

A built up stall includes pre fabricated octonorm system, wall to wall carpet, fascia name board , one information table, two chairs, three spot lights, one 5 amps plug point and a dust bin.

3. Electricity Usage :

One 5 amps plug point will be provided to power electronic gadgets. If it is used to run other equipments, a minimum of 1 kw will be charged.

STALL CHARGES, ADDITIONAL SERVICES & CHARGES

1. Stall Charges

	Indian Exhibitors ₹ per SQM
1.1 Built-up Stalls	₹ 7,000
1.2 Bare Space (Minimum 30 Sq.m)	₹ 6,500
1.3 Outdoor Open Space	₹ 4,000
1.4 Vantage Charges Two Side Open - 10% Extra Above Two Side Open - 15% Extra	

Note : Applicable Taxes & other levies will be as per Govt. Rules & Notification

2. Refundable Security Deposit

Area	Indian Exhibitor ₹
Upto 24 Sq. Mt.	₹ 10,000
From 25 - 50 Sq. Mt.	₹ 15,000
From 51 - 100 Sq. Mt.	₹ 25,000
101 Sq. Mt. & above	₹ 350 per sq. mt.

2.1 Security deposit will not be adjusted against any amounts due, for which Proforma Invoice have been raised on Exhibitors.

2.2 Security deposits would be refunded to Exhibitors approximately 60 days after the end of the exhibition, provided all dues payable by the Exhibitor to the Organisers. This includes submit of TDS certificate in original (if deducted), cost of damages caused by the exhibitor / authorised representatives of Exhibitors, or damages / losses suffered by the Organisers due to any act / omission of Exhibitor / Agent) are cleared, and the exhibits have been removed from the exhibition grounds as per schedule. **Exhibitors must submit the TDS (Income Tax) certificate in original to claim the security deposit.**

2.3 Furnishing of your bank account details in the digitalised stall reservation form is mandatory to effect refund of security deposit and other excesses if any.

3. Indian Agent / Distributor of Foreign Products

Indian agent / Distributor of Foreign products must apportion a minimum of 5 Sq. Mtr. space or double the space occupied by the exhibit (whichever is higher) displayed by their foreign principal in their stalls. Payment for the space so apportioned is payable as per the stall charges applicable for Foreign Exhibitors in \$ only.

4. Bank Account Details:

- a. Account Name : CODISSIA INTEC TECHNOLOGY CENTRE - EVENT ELEKTROEC 2024
- b. Account type : Savings
- c. Account No : 19820100041128
- d. Bank : The Federal Bank Limited
- e. Branch : Papanayakanpalayam, Coimbatore 641 037.
- f. RTGS / IFSC Code : FDRL0001982
- g. Swift Code : FDRLINBBIBD

5. TDS Deductions

- 5.1** CODISSIA INTEC TECHNOLOGY CENTRE (PAN No. AAATC2212N & GST No.33AAATC2212N1Z3) is a Trust formed by CODISSIA for the purpose of promotion of technology through Trade Fairs, Seminars, Conferences, Workshops etc. Accordingly, CODISSIA Intec Technology Centre organises a variety of fairs on various subjects. One of the fairs organised by **CODISSIA Intec Technology Centre - Event ELEKTROTEC 2024.**

Tax as applicable under Section 194 - C of the Income Tax Act, may be deducted at source and FORM 16A is to be issued in the name of **CODISSIA INTEC TECHNOLOGY CENTRE**, GV Fair Grounds, Avinashi Road, Coimbatore, 641 014, Tamilnadu, India.(This tax is currently @ 2%)

- 5.2** Tax deduction by participants have to be done on or before the due date in the respective years, to enable us to take note of the same.
- 5.3** In case of belated TDS, the concerned amount can be recognized and adjusted only when the Income Tax department allows due credit in our tax assessment.
- 5.4** Furnishing of GST & TAN is compulsory, without which stall booking cannot be processed.
- 5.5** An exhibitor who fails to remit TDS, will not be allotted stall in the next edition. Delayed response from the exhibitor will result in their preferred stall / hall not being considered by the Organiser for the next edition of the event.

6. Application for Participation

The exhibitor must submit application online through the link shared by our office, which implies acceptance of Trade Fair Rules & Regulations.

7. Payments

- 7.1** All payments towards any charges should be made in favour of **CODISSIA Intec Technology Centre - Event ELEKTROTEC 2024.**, payable at Coimbatore.
- 7.2** Advance payment of 50% on Stall Charges and 100% for all additional service charges should be made along with application form.
- 7.3** Balance payment towards stall & other charges to be paid as per terms laid down in the Proforma Invoice.
- 7.4** No application will be entertained without advance payment.
- 7.5** Entry of Exhibits will be permitted only after receiving 100% payment for all charges including GST.
- 7.6** Invoice will be raised on completion of the fair and on receipt of 100% payment including GST.
- 7.7** Invoice will be raised as per details submitted through the online stall reservation form. No change in details will be permitted in the final invoice.

8. Additional Service Charges

Power required by exhibitor will be made available at extra cost as given below.

8.1. Cost of Power

On connected load / requested load, whichever is higher ₹ 3,300/-
(Subject to a minimum of 1 KW) per KW

- The above charges include wiring up to the main switch board provided in the stall and are valid for the requirements received up to 15th July 2024.
- Additional lighting (if any) & power for the same will be charged extra.
- Requirements of additional loads received after 15th July 2024, will attract an additional charges of 50% on the above.

8.2. Compressed Air - 6 bar

Compressed air connection will be provided at an extra of ₹ 20,000/- per connection

8.3 Water

Charges per connection will be ₹ 12,500/- per connection

8.4. Security

The organisers will provide round the clock service for the general surveillance of the Trade Fair Complex. If required, exclusive security guards can be provided at extra charges during installation and removal of exhibits.

8.5. Exhibits Handling

The services of Cranes and Forklifts through authorised contractors will be available at extra cost. This cost has to be settled directly to the contractor.

TERMS AND CONDITIONS

1. Stall Allotment

The allotment of stall will be made strictly on "First come First served" basis and will be decided by the Organisers.

2. Withdrawal & non-participation – Cancellation charges:

Once the stall reservation form is submitted and advance paid, withdrawal of application or any reduction in requirement of space and service or not agreeing to pay for existing / additional taxes / levies as and when applicable will attract cancellation charges as indicated below. Withdrawal of application by an exhibitor on account of any reason including Force Majeure, strike, lockout, etc., will also be treated as cancellation of participation.

In such circumstance, the following cancellation charges will apply:

1. 120 days and more before the start of the fair:

25% of space charges

(including vantage, mezzanine charges and applicable GST)

2. Between 119 to 91 days of the start of the fair:

50% of space charges

(including vantage, mezzanine charges and applicable GST)

3. 90 days and less before the start of the fair:

100% of space charges

(including vantage, mezzanine charges and applicable GST)

The date on which the written communication conveying cancellation of participation or reduction of stall space or services like power, compressed air and water is received by the organisers, shall be considered as the effective date of determining cancellation charges. Organisers shall not deviate from the rules pertaining to cancellation even if the space is allotted to another applicant from the wait list. Decision of the Organisers shall be final and binding on all applicants.

3. Transport Documents

Participants shall take care to see that the transport documents of exhibits are full and complete to satisfy the statutory requirements to avoid any difficulties enroute. The exhibits should be consigned in the name of the participants themselves or their local agents and not in the name of the organiser.

4. Entry of Exhibits

- Exhibitor registration and Entry of Exhibits will be permitted only after making 100% payment for all charges including GST.
- Exhibit entry gate will be closed by 06.00 pm on 7th Aug 2024 and there after no exhibits will be allowed inside.
- Exhibits arriving after 06.00 pm on 7th Aug 2024 will be allowed inside only after 07.00 pm on 9th Aug 2024 with prior permission of the organisers.

5. Exhibits In - Exhibits Out

Authorised representatives of the Exhibitor should be present at the time of entry of exhibits at the venue.

5.1 Arrival of Exhibits at Site:

Exhibits weighing 1 to 10 tonnes will be permitted from 8 am onwards on 6th Aug 2024. Exhibits weighing below 1 ton will be allowed from 8 am onwards on 7th Aug 2024.

5.2 Installation of Exhibits

Shell Scheme can begin installation of exhibits on 7th Aug 2024 and the same must be completed on same day by 6 pm.

08.08.2024 is NO ACTIVITY DAY

Woodworking inside/outside the Exhibition Halls is prohibited. Exhibitors are advised to bring prefabricated stands for assembly in the Exhibition Halls.

6. Closure of Fair

On the day of completion of the fair, heavy vehicles with capacity above one ton will be permitted inside only after clearance of smaller vehicles. Mobile crane entry will also be permitted only after the small vehicles move out.

6.1 Ticket Counter will be closed at 4 PM

6.2 Fair will close for Public at 05.30 PM

6.3 Participants can collect their Clearance Certificates from the Help Desks of their respective halls from 5 PM onwards

6.4 Hand carriable items will be allowed to move out between 06.00 to 09.00 PM

6.5 Vehicles will be allowed inside the ground from 07.00 PM onwards

6.6 Vehicles will be allowed inside the Halls after 09.30 PM

6.7 All exhibits and materials to be cleared before 7.00 am on 13.08.2024, penalty will be levied on late clearance.

7. Security

The Organisers will provide round the clock security for the general surveillance of the Trade Fair Grounds, during the event.

On completion of the event, exhibitors are advised to take care of their items.

Organisers shall not be responsible for security of items during stall vacation by exhibitors.

However, if required exclusive security guards will be provided at extra charges during installation and removal of the exhibits on prior request by exhibitors.

8. Seminar Hall

Halls are available at extra charges providing an unique opportunity to sell your product and services. Technology Promoters can have their video, audio presentation and technical talk. Halls are booked on "First Come-First served" basis.

9. Fair Directory

The organisers will release the exhibition Directory giving the following information

- Name and Addresses of various Exhibitors
- List of products exhibited
- Layout plan showing position of various stalls
- For advertisement in the fair directory, use the **Advertisement Order Form**.

10. Insurance

All the participants are advised to arrange for comprehensive insurance for their exhibits at their own cost.

11. Sales

Sale of any product in the fair premise will be subject to the Rules & Regulation of the Government of Tamil Nadu and the Govt. of India as the case may be.

11.1 For an Exhibitor who is carrying on business outside Tamil Nadu.

- Must get registered as a 'Casual Taxable Person' with the proper Officer of the GST Department under whose jurisdiction the trade fair venue falls.
- Must submit a Return in the prescribed form after the closure of the trade fair and pay the necessary tax if any sale was effected during the fair.

11.2 For an exhibitor who is already a 'Registered Person' with the GST Department

- Must get registered as a 'additional place of business' with the jurisdictional proper Tax officer.
- Must incorporate all the transactions during the Trade Fair in their monthly Returns.

12. Exhibitor Entry Passes

Each exhibitor shall receive two free exhibitor entry passes for stalls upto 18 sq.mtrs. One additional free pass shall be issued for each additional 9 sq.mtrs. Additional passes can be obtained at extra cost.

Invitee Business Visitor Passes would be provided for mailing to their business prospects.

Vehicle Passes will be issued for parking the vehicles in the parking area.

There are strict parking restrictions around the venue.

13. Advertising in Fair Venue

- 13.1 Printed matter and advertising material may be displayed / distributed only in their own stall and not in the hall gangways or outside the exhibition halls.
- 13.2 Moving, acoustic advertising and music are prohibited. The organisers shall be entitled to intervene and discontinue or remove the equipment in case of disturbance.

14. Photographs and films

Organisers have exclusive right to take photographs and films of the exhibition stands. Prior permission of the Organisers will be essential for taking photographs and films by Exhibitors for areas other than their own stands.

15. Force majeure

Under the conditions of Force Majeure which also include strike, bandh, natural calamities and other events and decision beyond the control of the organisers, the organisers are entitled to alter the dates, duration or cancellation of the entire fair. In the event of cancellation of the fair, the participation charges will be refunded after deduction of the costs already incurred by the organisers.

16. Limit of Liability

The organisers are not liable in any form for any loss or damage to Exhibitors property at the exhibition site or injury to their personnel and visitors.

17. Handling Facilities

On site Materials handling will be done by either the organizer or by the authorized agency appointed for this purpose. Participant are not permitted to use other private material handling equipment & machineries.

The Services of Cranes and Forklifts through authorised contractors will be available at extra cost if required

The participant must mention in the application form the details of weight of the exhibits to be handled. This cost has to be settled directly to the Contractor.

18. General

18.1. Participants shall use the space only for exhibition purpose & not for cooking, staying or washing

18.2 The decision of the Chairman, ELEKTROTEC 2024 will be final and binding with regard to enforcement of these rules & regulations as laid down by the organisers.

18.3 The organisers reserve the right to alter the floor plan, terms and conditions, Allot / Reject the stall Application, even after payment of all dues by exhibitors, without assigning any reason.

18.4 Product Demonstrations if any should be held with sufficient safety measures. Demonstration should be so arranged that Metal Burrs, Concrete, Wood and other scrap emanating out of demonstration should not fly and pose hazard to anyone. Exhibitor should conduct demonstration inside transparent enclosure and ensure that the waste be collected within the allocated stall space only. The exhibitor will be solely responsible for collection and cleaning of waste collected from the demonstration.

18.5 All display items should be positioned within the allocated stall space only. Any violation from this will not be entertained and the organizers reserve the right to close the stall.

18.6 **Exhibits must be positioned / displayed / demonstrated in such a way that it should not encroach into the pathway / public space (or) cause inconvenience to visitors / others.**

If exhibits are found placed in the pathway the organiser reserve the right to raise an invoice to a tune of twice the area occupied by the exhibits as penalty.

18.7 Any exhibit or process, which generates noxious or toxic fumes or smoke of any kind is strictly prohibited. Also no fuel or inflammable material is allowed in the exhibition premises. The concerned exhibitors are solely responsible for any untoward incident.

19. In Addition to the above points, any other additional restrictions/norms as brought out the Government, will be applicable during the fair.

20. **Jurisdiction** - All disputes are subject to Coimbatore jurisdiction.