

THE CMAI's 4th FAB SHOW
15th to 17th April 2024
Bombay Exhibition Centre,
Nesco Complex, Goregaon (East), Mumbai 400 063.

CHECK-IN / CHECK-OUT PROCEDURE FOR SHELL SCHEME STALLS ONLY

As a Standard Procedure, all Exhibitors are required to Check-in at the Time stated below before taking Possession of the Shell Scheme Stalls.

CHECK IN / OUT	DATE / DAY	STALL SIZES (SQM)	TIME
CHECK - IN	SUNDAY 14 TH APRIL 2024	12 - 18 SQM	11:00 AM ONWARDS
CHECK – OUT WITH HAND CARRY MATERIAL	WEDNESDAY 17 TH APRIL 2024	ALL STALLS	8:00 PM ONWARDS
CHECK – OUT WITH VEHICLE MOVEMENT	WEDNESDAY 17 TH APRIL 2024	ALL STALLS	11:00 PM ONWARDS

Exhibitors are requested to fill the Check – in Form in Triplicate (Copy Enclosed) on their Letterheads and present the same at the Check - in Counter located in Hall 1.

The Maximum Height permissible for Stalls in Shell Scheme will be 2.35 Mtr to maintain Uniformity.

Exhibitors Badges

Entry Procedure into Exhibition Venue at Bombay Exhibition Centre, Nesco Complex, Goregaon (East), Mumbai 400 063 (Code of Security comes into effect from 15th April 2024 onwards)

All Exhibitors are requested to mail the Passport size Photographs of their Staff immediately on marketing@cmai.in **BUT NOT LATER THAN 8th April 2024.**

The Eligibility for Number of Badges as per the Stall Area is given below:

Area (Sqm)	Number of Badges
12 – 15	4
16 – 18	6

PLEASE NOTE THAT NO BADGES WILL BE MADE AT THE EXHIBITION VENUE.

All the Exhibitors are requested to Co-Operate with the Association to ensure that the Exhibitor Badges are handed over to them at the time of Check-In on 14th April 2024.

Any misuse of the Exhibitors Badges will result in Confiscation of the same.

Stall Amenities

Exhibitors will be provided with the following Amenities in their Stall. Exhibitors are requested to handle the Amenities provided in the Stall with due care and will be liable to pay for any Missing / Damaged Amenities directly to the Stall Contractor.

Area (Sqm)	Table	Chairs	Power Sockets	Spot Lights	Wastepaper Basket
12	1	2	1	4	1
15 / 16 / 18	2	4	1	5	1

Power Supply & Electrical Requirements

Exhibitors will be provided with the Electrical supply (up to stipulated Maximum Load) as stated below:

Stall Area (Sq. Mtr.)	Basic Entitlement for the Stall (Watts)
12	1000
15 / 16 / 18	1200

EXHIBITORS CAN APPLY FOR ADDITIONAL POWER BY PAYING RS. 4000/- + 18% GST PER KW.

ALL EXHIBITORS ARE REQUESTED TO APPOINT ONLY LICENSED ELECTRICAL CONTRACTORS TO CARRY OUT THE ELECTRIC WORK IN THEIR STALL.

FOLLOWING ARE THE REQUIREMENTS OF BOMBAY EXHIBITION CENTRE

- **All temporary electrical installations fitted in the stand shall be installed by a trained and licensed electrician of the approved contractors and operated in compliance with the latest statutory regulations. The cables used must be as per statutory codes, bare electric leads and crocodile clips are not allowed. All wiring must be protected against short circuits and overloading. No open joints will be allowed. Wooden junction boxes and switchboards are strictly not allowed at the event venue.**
- **No Carpentry, Painting or Polishing work will be allowed in the Exhibition Venue. The Stall Designers / Fabricators can only do a touch up at the Venue.**
- **No suspension or hanging display will be permitted from the Trusses or the Air Condition Ducts of the Exhibition Halls. Similarly, no fittings or display will be permitted to be Nailed, Screwed, or Drilled onto the floor, column, wall, or any other part of the Exhibition Hall. The same will be removed immediately and the Exhibitor will be Penalised for the damage caused to the Property.**
- **Stall Fabricators have to lay a carpet in the exhibition hall below all areas where stands structure / panels / brandings / installations / speakers / counter / barricading are being placed.**
- **All the Materials used in the Construction of the Stall shall be Non-Combustible, Non-Flammable. Artificial Plants, Flowers, Grass will not be allowed to Decorate the Stall. Uses of Fire-retardant Spray is Mandatory.**
- **All Stalls holder should strictly wear Shoes & Proper Clothes during the Setup and Dismantle Days.**
- **Chewing of tobacco, eating paan, chewing gum, gutkha, pan masala, Smoking, washing hand inside the hall or on the stand area, littering, and spitting is strictly prohibited in the event venue.**

Food & Beverages Including Water

- As you are probably aware, Bombay Exhibition Centre does not permit outside Food, Soft Drink & Water inside the NESCO Complex. All Exhibitors have to Purchase their Food, Soft Drink and Water from the Cafeterias and the Food Courts that are located within the NESCO Complex.

The Association will provide the Buffet Lunch Coupon as mention below

SIZE OF STALL	NO. OF BUFFET LUNCH COUPON PER STALL / PER DAY
12- 18	2

List of Hostess / Ushers Agencies

Sr. No.	Company	Contact Person	Contact Number
1	M/s. Leo	Ms. Farah Shaikh	+91 99677 64731
2	M/s. Rays Marketing Agency	Mrs. Sangeeta Sharma	+91 98921 65400 +91 70216 09706
3	M/s. Perficient Events & Exhibition Pvt. Ltd	Mr. Gaurav Sawant	+91 81698 96604
4	M/s. Krupa Eventsources	Ms. Krupa Unadkat	+91 8425968881 +91 8425960975

Additional Fixtures

We request all Exhibitors to book their Additional Fixtures **WELL IN ADVANCE** to avoid disappointment at the last moment. Following are the Rates approved by the Association for Additional Fixtures. All Exhibitors must book their Additional Fixtures directly with M/s. RMB Event Management Pvt. Ltd.

The Name and Contact Number of the Concerned Person is given below.






REQUIREMENT FOR ADDITIONAL FIXTURES AT THE CMAI'S FAB SHOW		
Sr. No.	Item Description	Cost per unit (in INR)
1	Desk Table - 1000 L x 500 W x 750 H (mm)	750.00
2	Chair	400.00
3	Wooden / Glass Round Table - 900 Dia (mm)	900.00
5	Lockable Cabinet - 1000 L x 500 W x 750 H (mm)	900.00
6	Brochure Rack	900.00
7	Single Wall Panel - 1000 L x 2500 H (mm)	1000.00
8	Lockable Panel Door - 1000 L x 2500 H (mm)	2000.00
9	Wooden Shelf / Glass Shelf	300.00
11	Bar Stool	900.00
12	Single Seat Sofa	2000.00
13	3 Seater Sofa	4500.00
14	2 Seater Sofa	3000.00
15	Spot Light (40W)	550.00
16	Plug Point & Switch	500.00
17	70W Metal Halide (White)	700.00
<u>Please Note</u>		
(a)	Above Items are on Rental Basis only for the period of the Exhibition.	
(b)	The above rates are Excluding 18% GST, which will be charged extra.	
(c)	Order once placed at office, no refund will be given if cancelled on site.	
(d)	Office booking will be till 12th April 2024 . Orders will be taken on site from 14th April 2024. At site materials will be limited it will be on first come first serve basis.	
(e)	100% Payment must accompany this order only by NEFT / RTGS / Draft / Cash / Card Payment / Cheque in favour of " RMB Event Management Pvt. Ltd. " (No IMPS & Cash Deposit allowed).	
(f)	For Booking of additional materials please mail your requirements and complete details of your Company (Firm Name, address, GST No. contact details of authorized person, Stall No. & Hall No.) on the email ID given below	
(g)	NOTE: No Booking will be taken on WhatsApp or Messages.	
For Booking contact: Mr. Paresh Chambavane, Mobile: +91 93097 67287 Email ID: cmaifab@rmbevent.com		

Additional Electrical Fittings

We request all Exhibitors to book their Additional Light Fittings **WELL IN ADVANCE** to avoid disappointment at the last moment due to non-availability of the same.

Following Rates are approved by the Association for additional light Fittings. All Exhibitors must book their additional requirements directly with **M/s. Navrang Electricals**

The Name and Contact Number of the Concerned Person are given below:

REQUIREMENT FOR ADDITIONAL LIGHT FITTINGS AT THE CMAI'S FAB SHOW			
Sr. No.	Item Description	Images	Cost per Unit (INR)
1.	200 Watts LED Lights (White) Square Fitting (Limited Qty.)		Rs. 1250.00
2.	200 Watts LED Lights (Yellow -Warm White) Square Fitting(Limited Qty.)		Rs. 1300.00
3.	300 Watts LED Flood Lights (White) (Limited Qty.)		Rs. 1350.00
4	400 Watts LED Flood Lights with Lens (White) – (Limited Qty.)		Rs. 1500.00
5	T Type Tripod stand for mounting LED lights 12'ht		Rs. 500.00
For Any Additional Electrical Lights Contact: <u>M/s. Navrang Electricals</u> Contact Person: Mr. Jaywant: 9821835129 / Mr. Sagar Walavalkar :9820481111 Email :- accounts@navrangelectricals.co			
(a)	For Booking of lights please mail your requirements and complete details of your Company (Firm Name, address, GST No., Contact details of authorized person)		
(b)	NOTE: - No Booking will be taken on WhatsApp or Messages		
(c)	For LED Light booking will be done for a limited quantity only. <u>On first come first basis.</u>		
(d)	Above items are on Rental Basis Only and not for sale.		
(e)	The Above Rates are excluding 18% GST		
(f)	The cheque should be drawn in favour of Navrang Electricals		
(g)	No outside agency will be allowed to install additional lights in any stall.		
	Bank Details: Navrang Electricals A/c Name: Navrang Electricals, Bank Name: Saraswat Bank, Branch: Nehru Road, Vile Parle East, Mumbai 400057 A/c No: 008100102853003, IFSC Code: SRCB0000008		

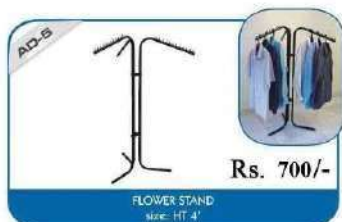
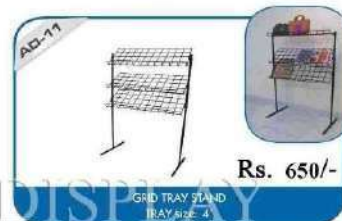
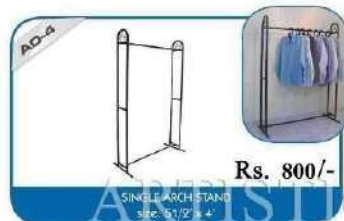
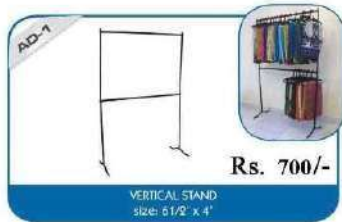
NOTE: - FLOODLIGHTS AND HALOGEN LIGHTS ARE STRICTLY NOT ALLOWED in the Stalls as they are Hazardous and reduce the effectiveness of Air Conditioning thereby causing inconvenience to all.

List of Display System Agencies

Exhibitors can book Display Systems from any of the following Agencies:

A. M/s. Artistic Display



ACE ARTISTIC DISPLAYS HIRE CHARGES



M/s. Artistic Display Contact Person: - Mrs. Shaila M. Rao Contact Number :- 9820128580 / 9588675097			
Sr. No.	Item Description	Size (in ft)	Cost per Unit (in INR)
1	Vertical Stand	4 (w) x 6 (h)	700/-
2	Horizontal Stand	4 (w) x 5 (h)	700/-
3	Double Arch Stand	4 (w) x 6 (h)	800/-
4	Single Arch Stand	4 (w) x 5 (h)	800/-
5	Flower Stand	2.5 (w) x 4 (h)	700/-
6	Stacking Rack	3 (w) x 6 (h)	800/-
7	Free Standing Display Grid	3 (w) x 6 (h)	700/-
8	Display Grid (For Wall)	3 (w) x 6 (h)	700/-
9	Grid Tray Stand (Tray size)	3 (w) x 4 (h)	650/-
10	Metal Rod Only	1 inch (Diameter) x 3' (w)	200/-
11	Grid Tray only	3' (w)	200/-
12	Wall Bracket Only	12 inch (w)	200/-
13	Strips For Fixtures.	3 inch (w) x 6' (h)	200/-

*GST to be additional

B. M/s. Display Studio

M/s. Display Studio Contact Person: - Mr. Sanjay Khanna / Mr. Naveen Khanna Contact Number :- +91 9820216474 / 9820764586				
Sr. No.	Item Description	Photo	Size (in ft)	Cost per Unit (in INR)
1	Floor Stand		4 (w) x 6 (h)	Rs. 700/-
2	Glass Stacker		4 shelves 5 shelves	Rs.1600/- Rs. 2000/-

- It is strongly recommended that any of the items mentioned above should be Booked well in advance to avoid last minute disappointment due to non-availability of the same.
- GST to be additional

Insurance

The Organizers will not be responsible for the Insurance Coverage of all Articles of any kind brought by the Exhibitor to the Fair. Exhibitors are advised to arrange for full Insurance Coverage during transit (both ways) as well as during the days of the Exhibition. Each Exhibitor must have, at all the time, valid and adequate Insurance Cover against Theft, Fire, Public Liability, Damages to Property, Personal Injury, Third Party Loss, Accident, Natural Calamities, Act of God and such other risks normally insured against by the Exhibitors and / or the Organizer may require, Insurance against may be contacted further for advise.

First Aid

Basic First Aid facilities will be provided in the Fair Area at the Venue. An Ambulance will also be available at the Venue in case of Emergency.

Thanking you,

Yours faithfully,



P. Chandrasekharan

Sr. Director & Secretary

Encl : Check – In / Check – Out Form

The Decision of the FAB Sub-Committee in respect of all aspects of the Organising of the Fair will be Final and Binding on All Participants.



14th April 2024

To,
Sr. Director & Secretary
The Clothing Manufacturers Association of India
901, Naman Midtown, 'A' – Wing,
Behind Kamgar Kala Kendra,
Senapati Bapat Marg,
Prabhadevi (West)
Mumbai 400 013.

CHECK – IN / CHECK – OUT
(TO BE SUBMITTED IN TRIPLICATE ON COMPANY'S LETTERHEAD)

Name of the Company: _____

Authorized Person: _____ Stall No/s: _____

We hereby confirm that we have been provided with all Furniture / Amenities in our stall at the time of taking possession of the same.

We hereby undertake that we will be responsible for any Missing / Damaged Furniture / Amenities, if found at the time of Check-out.

Signature of Partner / Proprietor / Director: _____ Date: _____

Check-out Procedure will only start at 8.00 P.M. on 17th April 2024.