

Exhibitor Manual

6th edition



24-25 February
Eka Club, Opp. Kankaria Lake, Ahmedabad

Organized By
Incense Media

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Main Sponsor



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Oriental Aromatics



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1. Possession of Bare Space

Those who have booked raw (bare) space, the possession of space to fabricators shall be given on 22-Feb-24 at 11:00 AM.

Selection of fabricating agency is solely your choice. Please send the contact number of your agency for co-ordination. Also, please instruct your agency to complete the work, latest by 10 PM on 23-Feb-24.

Fabrication agency has to take prior approval for the design. Any common walls can't be of more than 10 feet in height (for common walls if a designer stall is having more than 10 feet height, the other side looks bad). The wall which is not common, can be taken upto 12 feet in height. Please instruct your agency accordingly. If you have octonorm booths next to your stall, it is the responsibility of your fabricator to cover the 2 feet height of common walls with white flex. In case of non-compliance penalty shall be deducted from the security deposit (Rs. 25,000/-) of fabricator.

In case, you are not able to source an agency, you may refer the below agencies for stall fabrication.

Inspire Creative -- Mr. Devendra Solanki (+91 7046639111, inspirecreative78@gmail.com)

One Touch Agency --Ms. Poonam Ambavat (+91 7021377482, +91 9611911023)

Vasant Creative -- Mr. Nirmal Vikamsey (+91 8879636752, nirmal@vasant.in)

JS Events -- Mr. Sameer Shaikh (+91 9773737494, jseventz09@gmail.com)

Plankton Exhibition -- Mr. Partha Bhattacharya (+91 9874981701, plankton.exhibition@gmail.com)

Vleap -- Mr. Sushant Kerkar (+91 9769353115, sushant.vleap@gmail.com)

M.N. Exhibition & Event Services -- Mr. Sameer Khan (+91 9920106912, samkhanpromotion@gmail.com)

Uranus Marketing Solutions --Mr. Bibhash Biswas (+91 9892854501, biswas@ambroise.in)

Nirman Exhibition -- Ms. Rebecca Baraily (+91 7827698076, sales@nirmanexhibition.com)

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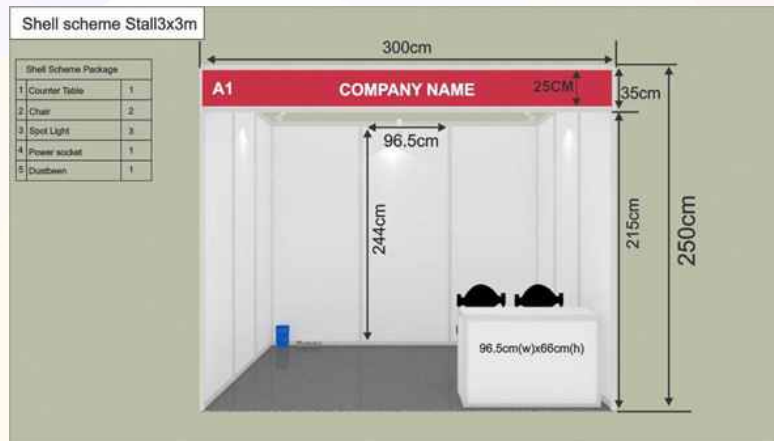
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2. Fascia Name & Shell Stall Dimensions

Exhibitors having **shell stalls**, need to confirm fascia name (the name you want to get displayed on stall fascia for your company) by 10 Feb 2024. You will get the possession of your booth by 5 pm on 23rd Feb 2024 for Flex Placement and decoration. Shell stalls are made of Octonorm panels. Each panel is of 2.5 Meters in height and 1 Meter in width. Your flex printing can be planned accordingly. Sample Shell Stall's image is as below. The pattern of octonorm booth (Maxima or normal octonorm) may be changed as per the city or the location.



3. Extra Furniture, Flex Branding & Logistics Assistance

For extra furniture requirements in shell booths like Sofa, Glass Racks, Display counters, LED TV etc., you may contact Mr. Rahman (AA Decorators, Ahmedabad) at +91 9525353639 and Mr. Aslam at +91 9904479975

Need based, 2 more vendors can be contacted, as below

Mr. Jay (Nine Events) +91 92274 95969

Mr. Dhawal +91 89052033430

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4. Food Arrangement

Organizer will provide Lunch to exhibitors on both the exhibition days i.e. 24 & 25 Feb-24.
2 Lunch Coupons for stalls upto 9 Meters,
3 coupons for 12 & 15 meters booth,
4 Coupons for stalls size of 18 to 36 meters
and 6 coupons for space beyond 36 meters
shall be given to exhibitors with Exhibitor Kit. Exhibitors
need to confirm extra food coupons by 10-Feb-24 to Mr. Ashish Vijay (+91 9667935035) at
additional cost Rs. 500 per lunch. 24 water bottles (of 200/250 ML) per exhibitor will be provided for free.
For visitors, there is a common Food Court outside/inside the exhibition
area, in Eka Club campus only on payment basis and visitors will not be allowed in exhibitor food area.

5. Hotel Booking

Mr. Dinesh from Oyo Rooms on +91 82386 85564
You can also try on your own through the portals like Goibibo or Make My Trip.

6. Electric Load Charges

Electricity charges for designer stalls shall be separate @ Rs.2000+GST per KW for 2 days. Please let us know your power requirement accordingly in discussion with your fabricating agency.

For shell booths, (2 or 3 spot-lights based on the size) and 5 AMP connection shall be provided for each stall and power charges for this remain free. But if you want to demonstrate any machine or want to use heavy lights in the stall, extra charges shall apply and you need to inform us well in advance for the required power load.

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7. Conference

A Conference is also being organized during this exhibition. The main objective of this conference is to create awareness about the latest trends and technologies in the industry from the eminent business owners. If you wish to nominate anyone from your company to present something, you can revert to us by Feb. 7, 2024. We will try to accommodate and inform you.

8. Hostess and Manpower

Khushboo - 9898103242 and Dhawal - 8905233430 may be contacted for your manpower needs.

9. Proper Compliance to COVID 19 Protocol

It is important for all of us to adhere to the COVID protocol as instructed by the State/Central Government.

Disclaimer

Please note that all the details of third party service providers (vendors) like Extra Furniture Supplier, Stall Contractors, Hotel booking agent, Hostess services etc. are for information purposes only. You can choose your own vendors too. Organizers will do their best to ensure supply by contractors, but in no circumstances the organizers will be held responsible for any above services. Please contact us at info@incensemedia.in for any further details. Please send the filled participation form, which can be downloaded from our website www.incensemedia.in, if not yet sent and read terms and conditions for better understanding.

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You can reach our team members on the following contact numbers, for any assistance.

For queries related to :

Exhibitor Kit and other concerns - N.K. Mittal (6376115811)

Food - Ashish Vijay (9667935035)

Hotel/Stay - Rajesh Thakur (7014485437)

Electrical Load - Mukul Goyal (6367188599)

Registration - Tarun Mittal (6376363879)

Visitor Assistance - Renu Shrimal (9057500393) / Laxmi Mahawar (9057266253)

Mukesh Sharma (8209367867)

Thanks !

Team - Incense Media Expo

info@incensemedia.in

PS : Visitor entry is free. We also have introduced a AI enabled app for B2B connections with visitors and exhibitors, which can be downloaded from our website.

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