9th International Agarbatti & Perfume EXPO-2024
21- 22- 23 November
HITEX Exhibition Centre
Hyderabad

Instructions for the Booth Fabrication Agencies

1. Booth fabricators have to deposit a refundable security deposit of **Rs. 25,000/- for each booth** and will be allowed to do a maximum of **6 booths** only.

2. Possession of raw space will be provided to the booth fabricators at **10.00 AM** on **19-Nov-24**. This is subject to payment clearance by the exhibitor as well security deposit from the fabrication agency.

3. Approval for the raw space booth designs has to be obtained from the organizer, at least 7 days prior to the event. Organizing team may ask the booth fabricator to stop the work, in lack of prior approval. Agency need to mail the design at *incensemediajpr@gmail.com*

4. Electricity charges will be extra @ Rs. 3,000 + GST per KW for 3 Days and have to be paid in advance to the organizer.

5. Booth fabricators have to complete their work latest by **10 PM** on **20-Nov-24** and the neat & clean booth (including the passage) must be handed over to the exhibitor. Please also note, that nobody will be allowed to work in their stall after this. Failing to this, penalty could be imposed on the fabrication agency.

6. Booth fabricators must ensure to handover their finished fabricated booths to the concerned exhibitor on time without any complaint and in the absence of not doing so; the refundable security deposit will be deducted/ forfeited.

7. Raw space booth's common wall will be of 10' feet height while the front with fascia could be 12' feet height. This cannot be violated for any reason.

8. Booth fabricators staff will not be allowed in the exhibition on **21, 22 & 23 Nov-24**.

9. Booth fabricators must ensure cent percent safety of their staff. Organizer will not be responsible for any mishappening due to their ignorance on this.

10. Booth fabricators must ensure to dismantle their fabricated stall latest by **11 PM** on **23-Nov-24,** so that the space can be handed over to venue owner by the organizer. If any booth fabricator fails into it, the refundable security deposit will be deducted/ forfeited.