



India Trade Promotion Organisation

NOTICE

Date: November 02, 2022

All exhibitors participating in the 41st edition of India International Trade Fair (IITF), to be held from November 14-27, 2022 at Pragati Maidan (New Delhi) are hereby advised to follow the instruction mentioned below in respect of their participation.

1. The Approval of Participation-cum-Possession Letters will be available for downloading on the exhibitor dashboard on the online portal of ITPO, i.e. <https://domesticbooking.indiatradefair.com> by 03rd November, 2022.
2. In case any dues are outstanding against the exhibitors, the same may be cleared as per communication sent to them, failing which the possession letters will not be issued and booking will be cancelled.
3. The date for collecting respective exhibitor kits, including exhibitor badges, passes, etc. by the exhibitors will be notified on website. Please keep checking the website, i.e. <https://www.indiatradefair.com/> for update on this.
4. Booking and payment for additional power (over and above the 0.5 KW per 12 sqm per day included in space rent) for private exhibitors will be through the online portal of ITPO. The services booking will be opened w.e.f. 11 AM on 3rd November, 2022.
5. All exhibitors are requested to read the instructions on the Approval of Participation-cum-Possession Letters carefully and provide a certificate in the format given below at the time of collecting the exhibitor kit.
6. As per terms and conditions, the possession of stalls for private exhibitors will start as mentioned below.

<i>Bare-Type Stall</i>	<i>8th November, 2022 w.e.f. 10 AM</i>
<i>Shell-Type Stall</i>	<i>11th November, 2022 w.e.f. 10 AM</i>

7. In case of any queries, please contact helpdesk on +91 9560564488 or landline number 011-23378808, Email: technicalsupport@itpo.gov.in.
8. Please keep visiting ITPO website <https://www.indiatradefair.com/> for updates and important information regarding IITF 2022.

(Please see the enclosed format of certificate)

C e r t i f i c a t e

I _____, the authorized representative of _____, participating in the 41st edition of India International Trade Fair (IITF), 2022, to be held from 14-27 November, 2022 at Pragati Maidan, New Delhi, with stall no. _____ hereby certify that I have read, understood and agree to the terms and conditions, exhibitor manual, and other instructions for exhibitors contained in the Approval of Participation-cum-Possession Letter and other such instructions issued on ITPO's website from time-to-time, at the time of collection of the exhibitor's kit.

Place:

Signature of Authorised Representative

Date:

Name

Designation
