Modalities for Online Space Booking – AAHAR 2022 edition

a. On the date of opening of space booking, the space booking tab will become active on the dashboard of only those exhibitors, who have successfully completed Stage-I and Stage-II of registration and have received confirmation from ITPO.

b. On the space booking page, exhibitor will be able to see the interactive layout of the halls with stalls available for booking. The stalls already booked/allocated in offline mode will be greyed-out.

c. As the layout has been made in the modular format of 12 sq.mtrs. each, exhibitors desirous of booking larger stalls will have to select multiple stalls as per their preference, subject to availability. In case an exhibitor books two or more adjacent booths simultaneously, the premium (if any) applicable on the individual booths may be applied, irrespective of whether the attributes of the booth are getting changes due to the clubbing of booths.

d. Each stall will be required to be selected and added to the cart one after the other, before proceeding for checkout and payment. At the cart stage, the booths are still available for other exhibitors to add into their respective carts.

e. On proceeding for Checkout, the booths in the cart will be locked for other exhibitors and will show as "In Process".

f. **After proceeding to checkout, the exhibitor will get a maximum of 40 minutes to complete the payment after which even if the payment is successful, the booth will automatically get released and will become available for others to book. In other words, "No Allotment" will be made even if the payment is successful after lapse of 40 minutes window for completion of payment. In such cases, the refund will be made by ITPO after the completion of the fair, i.e. only if the payment is credited in ITPO's account.**

g. In case the payment is not credited in ITPO's account and despite that, the amount gets deducted, refund will be automatically processed through the banking channels and ITPO shall have no role to play in it. No allotment will be made in such cases.

h. Only online payments through credit/debit card, Internet banking and UPI will be accepted through the payment gateway on the portal.

i. Interested participants shall ensure in their own interest that the transaction limit of the payment mode, such as credit/debit card, internet banking is suitably enhanced well in advance to take care of the value of transaction expected to be done at the time of space booking.

j. Further, in case of corporate Internet Banking, where there is a maker and checker system, the exhibitors will ensure in their own interest that the transaction is completed within the stipulated time limit provided.

k. Booths are limited in number and there is expected to be greater demand for stalls. Therefore, all exhibitors may note that the online space booking will be strictly on a first-come-first-served basis.

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