

Sep. 2023

ITPO/FS-I/ **Spring Fair, Birmingham, UK/2024**

Dear Ma'am/ Sir,

**Sub.: Participation in Spring Fair, Birmingham, UK/ 2024 (4th -7th Feb.2024) through ITPO**

Greetings from India Trade Promotion Organisation

We are pleased to inform you that ITPO is organizing India's national level participation in the largest International Gifts & Fashion Exhibition, the 'Spring Fair, Birmingham, UK 2024' scheduled to be held at NEC Birmingham during 4th -7th Feb. 2024.

The product profile of this fair includes Home, Living & Décor; Housewares; Everyday; Fashion Accessories; Beauty & Wellbeing; Jewellery & Watches; Womenswear; Christmas, Floral & Seasonal Decorations; Gifts; Greetings & Stationery; Kids, Toys & Play; Party & Celebrations, etc.

The UK has been home to Spring Fair for 73 years. The programme will connect 1,200+ Spring Fair exhibitors with 8,000+ buyers, pre-show for 15,000+ high value meetings. Browse, feel and experience what's new within home, gift and fashion, make long lasting connections and recharge your retail knowhow for the important year ahead. This live event is held across 4 days in February at the NEC Birmingham, with its central location making it easily accessible for both UK and international visitors.

Participation Fees: The constructed booth will be provided with carpeting, partition walls, fascia, lighting, electricity and Visa recommendation etc., **without shipment facility**. Only bare space may also be provided with Visa recommendation etc., without furniture & shipment facility. The **tentative** rentals are as under:

<b>Rs. per sqm</b>	<b>MAI subsidised rental</b>	<b>Non-subsidised rental</b>
Shell scheme (min. 9 sqm)	27100/-	60100/-
Bare space (min. 18 sqm)	23600/-	50100/-

Corner premium of 10% of participation fee for each additional side is additionally chargeable for constructed booth and bare space. For instance: 20% premium for 3 side open booth or bare space. Application form and rules & regulations are attached herewith.

For further clarification, please feel free to forward your queries by e-mail to [anchalaggarwal@itpo.gov.in](mailto:anchalaggarwal@itpo.gov.in) or WhatsApp to 9560987878.

Your prompt action will help us in planning Indian section in International Pavilion in a more efficient and effective manner to make your participation fruitful and memorable.

Thanking you in advance for your cooperation.

Warm regards,

-sd-

Anchal Aggarwal

Manager, ITPO

## Spring Fair, Birmingham, UK/2024

As the leading Fashion & Gifts tradeshow in Europe, Spring Fair provides business expansion opportunities and provides solutions for fashion & gifts related world issues.

Venue	<b>NEC, Birmingham</b>	
Date	<b>4<sup>th</sup> – 7<sup>th</sup> Feb. 2024</b> (4 days)	
Time	9:00 am – 6:00 pm (until 4 pm on the last day)	
Visitors expected	nearly 8,000+ visitors and 1,200+ exhibitors	
Display profile	* Home, Living & Décor * Fashion Accessories * Beauty & Wellbeing * Womenswear * Gift * Kids, Toys & Play	* Housewares * Everyday * Jewellery & Watches * Christmas, Floral & Seasonal Decorations * Greetings & Stationery * Party & Celebrations
Participation Fee (Tentatively)	<b>(addl. space in multiples of 3 sqm) (No GST applicable)</b> Shell scheme ( <b>minimum 9 sqm.</b> ) - Rs. 27,100 per sqm (MAI subsidised) - Rs. 60,100 per sqm (non- subsidised) Bare space ( <b>minimum 18 sqm.</b> ) - Rs. 23,600 per sqm (MAI subsidised) - Rs. 50,100 per sqm (non- subsidised)	

Corner premium **10% for each addl. side open**

The package of 9 sqm booth includes built-up booth, carpet, Printed nameboard, 6 shelves, 1 table, 4 chairs, 1 Waste bin, 4 spotlights, Electrical sockets and Visa recommendation letter.

Additional furnitures, connections and secondary wiring works, main water supply and additional piping works as well as the water charges shall be additionally chargeable.

Contact Person Anchal Aggarwal, Manager (Fin.) 9560987878, [anchalaggarwal@itpo.gov.in](mailto:anchalaggarwal@itpo.gov.in)  
CVS Rawat, 9871198758, [cvsrawat@itpo.gov.in](mailto:cvsrawat@itpo.gov.in)

Booking amount: Full payment through RTGS- Booth allocation will be made on first come first served basis only.

**Last Date of application: 10<sup>th</sup> Oct. 2023**

Bank details for RTGS/ NEFT:

Beneficiary Name:	India Trade Promotion Organisation
Bank Name:	HDFC Bank
Branch Address:	G-3/4, Surya Kiran Building, 19, Kasturba Gandhi Marg, New Delhi-01
Account No:	00031110005078
Type of Account:	Saving
IFS Code:	HDFC0000003
ITPO's PAN:	AAATI2955C
ITPO's TAN:	DELI05549F

Exhibiting at Spring Fair, Birmingham, UK 2024 will provide you with an unrivalled opportunity to meet and engage with buyers and potential business partners from across the world.

Application Form may be sent to:

Mrs. Hema Maity, GM  
India Trade Promotion Organisation  
Pragati Bhawan, Pragati Maidan, New Delhi- 110001  
Tel: 011 -23371519, Email:



INDIA TRADE PROMOTION ORGANISATION

Spring Fair, Birmingham, UK 2024  
4<sup>th</sup>- 7<sup>th</sup> Feb., 2024

Application form for participation

1. Name of the applicant:  
.....
2. Address: .....  
.....
3. Phone: ..... Fax (with ISD/STD code): ..... Mobile .....
4. E-Mail: .....
5. PAN: .....(Mandatory) TAN: .....  
GSTIN .....(Mandatory) CIN: .....  
(Attach photocopy)
6. Import Export Code (IEC): .....(Mandatory)  
(Attach photocopy)
7. Contact Person: Name..... Designation.....  
Email ..... Mobile.....
9. Space Requirement:..... Corner Booth preference: Yes/ No
10. Payment details:  
RTGS/ NEFT (UTR).... dated .....  
Rs..... drawn on...  
favouring India Trade Promotion Organisation, New Delhi.
11. Products to be displayed along with HSN code.....  
.....  
.....
12. Undertaking of no MAI subsidy or MSME subsidy availed within stipulated past years as per guidelines

Signature of authorized representative of the firm

Place:  
Date:

Name & designation  
(Company Seal)

## **Spring Fair, Birmingham, UK 2024**

### **Brief Rules and Regulations for Participation in Fair**

#### **1. Space Booking:**

Application in prescribed form for participation in Spring Fair, Birmingham, UK 2024 is to be submitted for stands of 9 sqm or in multiples of 9 sqm.

#### **2. Allotment of space to the Participants:**

Booking of stands with full payment through NEFT/ RTGS in India Trade Promotion Organisation (ITPO) bank account needs to be made. The bank details are given in the Fact Sheet. Booths will be allotted on first-come-first-served basis for which the order of remittance of booking amount to ITPO's bank account shall be considered. The stands will be allotted only upon receipt of full payment in respect of the space rent and satisfactory proof of deposit of TDS, in case TDS is deducted. Submission of application for booking of space does not automatically confer a right for allotment of space. Approval of application for space will rest with ITPO.

#### **3. Refund of Participation Fee:**

- a. Cancellation request made 45 days or less before start of the event (the start day will not be included), 100% application money deposited will be forfeited, irrespective of the date of allotment of stall.
- b. Cancellation request made between 45 days and 90 days before the start of the event (the start day will not be included), 50% of the application money deposited will be forfeited, irrespective of the date of allotment of stall.
- c. Cancellation request made before 90 days of the start of the event (the start day will not be included), 100% of the application money deposited will be refunded, irrespective of the date of allotment of stall.
- d. Refund of participation fee will be considered in case of non-availability of space, rejection of application or in the event of cancellation of participation of ITPO due to unforeseen circumstances.
- e. If the event is dropped by ITPO due to any unforeseen reasons, no interest shall be payable by ITPO on the advance/ complete participation fee deposited by the prospective participant.

#### **4. Visa Recommendation:**

- a. ITPO, as a trade promotion organisation, will provide necessary assistance to the representative(s) of the participating company by way of issuing recommendation letter(s) to the concerned Mission for obtaining visa.
- b. ITPO shall not be liable in case the concerned Mission of the host/ transit country denies visa to the representative(s) of the participating company for any reason.
- c. Since ITPO, on behalf of the participating company, has already committed for certain financial bindings by way of booking of space, construction/ decoration of stands/ booths, catalogue entry, general publicity support etc., it will not be able to consider any refund on account of denial of visa/ delay in receipt of visa.
- d. Visa recommendation letter will be issued only in favour of the Chief Executive/ Proprietor/ Senior Level Officer dealing with exports of the company so that on-the-spot decision can be taken by them.

## **5. Liability and Insurance:**

It is the responsibility of the exhibitor to insure the goods exhibited against all risks in connection with transportation, setting-up and dismantling after the exhibition, in particular against damage, theft etc. The exhibitor shall be liable to compensate the organiser for any damage caused by it to the exhibition space rented, stand material, electricity, water and sewage systems or any other property of the organiser. The India Trade Promotion Organisation (ITPO) does not accept any liability for loss of or damage to the goods exhibited or other valuables which belongs to the exhibitor, including loss or damage due to water, fire, explosion, whirlwinds, lightning, flooding or other instances of force majeure, damage or injuries inflicted on the exhibitor, its representatives and other persons employed by it or invited by it, irrespective of the cause of such injuries or damage.

In particular, the India Trade Promotion Organisation (ITPO) accepts no liability for damage to exhibition goods or their removal in cases where use of the decorating department was made.

With its acceptance of the conditions of participation, the exhibitor explicitly releases India Trade Promotion Organisation (ITPO) and firms acting on its behalf from any rights of recourse whatsoever on the part of third parties. No right to claim damages exists.

## **6. Transportation:**

Transportation work on the exhibition grounds will be undertaken by a firm appointed by the organiser. Accordingly, this firm will take over transportation of goods/ objects delivered by the exhibitor or its forwarders at the boundary of the exhibition grounds and continue their transportation on the exhibition grounds. The exhibition management will not accept delivery of any consignments and does not accept any liability for loss or incorrect delivery. The costs of the firm authorised to undertake transportation on the exhibition grounds are to be paid by the exhibitors to the transportation firm directly.

## **7. General:**

- a. Only goods of Indian origin will be allowed for display at.
- b. In the event of postponement/ abandonment/ cancellation of the Fair/ Exhibition, or in case of exhibits not being displayed due to any reason beyond the control of the ITPO, it shall not be liable for any financial or non-financial loss or liability.
- c. The space allotted to the approved participants is to be exclusively used by them for display of their exhibits as approved by ITPO. Sub-letting of space is not permissible. Violation of this clause may lead to cancellation of space allotted, forfeiting of space rent etc., paid to ITPO and debarring the participant from any future participation in ITPO's event.
- d. In case of default of any payment due from the participants, ITPO reserves the right to debar them from participation in ITPO's fairs in India and Abroad and take appropriate legal action as per Indian laws.
- e. Any dispute or differences arising out of these terms and conditions of participation shall be referred to the Chairman & Managing Director (CMD) of India Trade Promotion Organisation (ITPO) whose decision shall be final and binding on both the parties.
- f. The terms and conditions of participation shall be subject to the jurisdiction of courts in New Delhi.

## **8. Final Provision:**

With its registration for participation, the exhibitor accepts in full as legally binding the General Conditions of Participation as well as house and grounds rules in force at the exhibition venue. Additional agreements, special permissions or other kinds of arrangements require the written consent of the organiser/ India Trade Promotion Organisation (ITPO).

**I / We hereby accept the above Rules & Regulations / Terms & Conditions of participation.**

Signature of Authorized Representative of the firm

Place:

Date:

Name & designation  
(Company Seal)