

INDIA'S BIGGEST SPORT AND FITNESS BUSINESS EXPO



Stall Design Guidelines

11th INDIA INTERNATIONAL SPORTING GOODS SHOW



14-16 DECEMBER 2023

PRAGATI MAIDAN, NEW DELHI, INDIA

ORGANIZERS



SPORT INDIA 2023

14th -16th December 2024

GENERAL

INFORMATION

VENUE:

Pragati Maidan, New Delhi

EXPO DATE & TIMINGS

14th -16th December 2023 [9AMto6PM]

PREPARATIONDATE

12th –13th December 2023

[All construction to be completed by 04.00 pm on 13th December 2023. No construction allowed after 4.00 pm on 13th December 2023. Finishing work should be completed by 4.00 PM 13th December 2023]

ORGANIZER

Indian Exhibition Services
7th Floor, Tower-C Noida One IT
Park,C- 716-17, Sushil Marg,
Sector 62,
Noida,UttarPradesh201309,India
Email:event@ies-india.com

NO CONSTRUCTION ON 13th December 2023 AFTER 4.00PM
PREPARE IN ADVANCE AND COMPLETE DISPLAY BY 4.00PM, 13th December 2023

MOVE-IN&MOVE-OUTSCHEDULEFORDISPLAY

	RawSpace (Exhibitorsconstructingownstand)	Built – up Stand (IESbuiltupstands)
Possession ofStand	12 December2023 [10AMonwards]	13 December2023 [10AMonwards]
BoothConstr uction	13 December2023 [10AMonwards] Till 13 December2023(4.00PM)	N.A.
Booth Decoration	13December(4.00PM) (Imp.: All booths must be fullydecorated by 4.00 pm on 13December 2023)	13 December(2PM)–13 December 2023 (2PM) (Imp.: All booths must be fully decoratedby2.00pmon13 December2023)
NO CONSTRUCTION/CARGO MOVEMENT ON 12 December 2023 AFTER 9 PM All exhibitors are requested to kindly complete their stall construction by 4.00 PM on 13 December 2023		
Move-Out Exhibits	16 December2023 (after 6.30PM)	16 December2023(after 6.30 PM)
Termination of Booth Electricity	16 December 2023 (after 6.00PM)	16 December 2023(after 6.00 PM)

Important – Possession of Raw Space will be given to the exhibitors on 12 December 2023 on handingover of Certificate to Build which will be issued in the organizer office on receipt of No DuesCertificate, Form I with approved booth design, Form III- Additional Electricity load and Exhibitors Undertaking on Company letterhead.

Possession of Stand will be given to the exhibitors on 13 December 2023 on submission of theAuthority Letter in Organizer Office (as per FORM IV encl). Organizer office will issue stallpossession certificate which will be handed over to the Hall Manager for possession of stand.Exhibitors are requested to ensure that No payment is due to be paid to IES (organizer) on account of the fair participation as it may deny them timely possession of their exhibition space.

Very Important – NO CONSTRUCTION ACTIVITY will be allowed after 4.00 PM on 13 December 2023. There is likely to be a complete security drill and hall sanitization, which will not permit construction in stands after 4.00 PM on 13 December 2023. All exhibitors are requested to follow the above schedule and complete their construction and display by 4.00 pm of 13 December 2023.

It may please be noted that the organizer will not allow any construction work in any of the exhibition halls beyond the deadline of 4.00 PM of 13 December2023

NO WORK WILL BE ALLOWED WITHOUT CONSTRUCTION BADGES -Exhibitors may please note that entry of labor / exhibitor’s staff without construction badges will not be allowed in the venue Complex during the Built-up days.

The Organizer will issue Construction Badges to all exhibitors or their representatives for

entry into exhibition area during the construction period from **12– 13 December 2023**. The badges will be valid till 13 December 2023 (**4.00 PM**). The staff and contractors with the construction badges will only be allowed to enter the exhibition area during construction period. Kindly fill-up and submit enclosed **FORM-II by 30 November 2023**. **The staff and contractor should be in possession of the copy of Form-II already submitted by the Exhibitors to the Organizer.**

MODULAR STAND – BUILTUP STAND

A 9 sq.mt. Constructed stand will include the following:

- Sides wall panel
- Floor Carpeting
- Fascia with participants name
- One plug socket
- One table & two chairs
- One dustbin
- 1 spotlight on every 3sqm space

IMPORTANT– ELECTRICITY: It may please be noted that use of unauthorized **unlimited spotlight / Halogen light or other equipment absorbing electricity more than the permissible limit as per the stand size is not permitted.** All exhibitors may please note **for a 9 sq. mt. stand only 3 spotlights of 60 watts each are allowed.** Exhibitors can have additional electricity on payment basis. **Requests for additional electricity load should reach the organizer’s office on the prescribed Form III by 30 November 2023.** Any gadget which requires electricity load for 24 hours be included in the additional electricity requirement and the details of gadget with load mentioned in the form. Please note unauthorized use of electrical loads of more than the permissible limit will be severely penalized. **Halogen are strictly prohibited. No halogen lights will be allowed.** Further, the Organizers reserve the right to disconnect the stall electricity if it is noticed that the exhibitor is drawing power more than the sanctioned load.

ARE YOU CONSTRUCTING YOUR OWN STAND (BARE SPACE SITES - Architectural/ Design Guidelines)

In order to make your stand more attractive and harmonious with the overall hall design and décor, the following **Design Guidelines** have been formed to help your designer/decorator to conceive best possible design of your stand within the design parameters which needs to be followed by all concerned.

Maximum Permissible Height is mentioned:-

- Maximum Height allowed for bare space booth- 4 meters, (Including Fascia Name) only Pre-Fabricated structures allowed for bare space booth, on-site construction is not permitted.
- Common wall height restricted to -2.5 meters.
- Fascia should not be raised along with backwall or sidewall.
- Maximum Height Allowed for modified shell scheme- 3.5 meters (only fascia).
- Wall lying in gangway should be covered with flex or any promotional material.

Exhibitors are requested to please bring in **prefabricated structures** if constructing their own booths to ensure all **construction and display is completed by the deadline i.e., by 4.00 PM of 13 December 2023.**

