

SPACE BOOKING FORM

EXHIBITOR DETAILS:

- Company / Organization Name: _____
- Contact Person Name: _____
- Designation: _____
- Email ID: _____
- Phone Number: _____
- Business Address: _____
- Type of Business / Industry: _____
- GST Number : _____

STALL REQUIREMENTS:

- Standard Stall Size: 3m x 3m 5m x 5m
- Number of Stalls Required: _____
- Other Requirements: _____

PROMOTIONAL BENEFITS (IF APPLICABLE):

- Event branding
- Social media promotion
- Mention in event brochure
- Stage announcement

PAYMENT DETAILS:

- Stall Cost (per unit): _____
- Total Amount Payable: _____
- GST (if applicable): _____
- Total Payable (Including GST): _____

Payment Mode:

UPI / Bank Transfer Cheque Cash

- Transaction ID / Cheque No.: _____
- Payment Date: _____

IMPORTANT TERMS & CONDITIONS:

- 75% advance payment is mandatory to confirm stall booking.
- Remaining 25% must be paid before event commencement.
- Stall allocation will be done on a first-come, first-served basis.
- Subletting or sharing of stall is not allowed without prior permission.
- Exhibitors must comply with safety and exhibition guidelines.
- Organizer reserves the right to change stall layout if required.

DECLARATION:

I/We confirm that the above details are true and agree to abide by all the rules and regulations of Raigad Business Expo 2025.


- Authorized Signatory Name: _____
- Designation: _____
- Date: _____
- Signature & Company Stamp: _____

SHELL SPACE (Standard Stall)



Standard Stall (3m x 3m) :
₹1,00,000 + GST
15% Early Bird Discount on stall bookings made before 31st July 2026.

BARE SPACE (Open Stall)



Bare (Open) Stall (5m x 5m) :
₹2,50,000 + GST
15% Early Bird Discount on stall bookings made before 31st July 2026.

TERMS & CONDITIONS

1. General

All companies must complete and submit the official Stall Booking Form.

Booking will be confirmed only upon receipt of full payment.

Stalls will be allotted on a first-come, first-served basis.

The organizers reserve the right to reject any application without assigning reasons.

The event is open to businesses from all sectors unless explicitly excluded.

Only products and services listed in the application may be displayed.

Subletting, reselling, or sharing of stalls is strictly prohibited.

Organizers reserve the right to change stall layout or location due to unforeseen circumstances.

Exhibitors must provide valid business documents (GST, PAN, registration proof) if required.

Any false or misleading information may lead to cancellation without refund.

2. Payment & Cancellation

100% advance payment is mandatory to confirm stall booking.

Payment must be made via bank transfer, cheque, or UPI as per organizer details.

After initial booking and partial payment, the stall will be placed in queue. Final confirmation (stall number & setup) will be issued only upon full payment.

Only 20% of the amount will be refunded for cancellations before 20th September 2025; no refunds thereafter.

Any delay in payment may lead to cancellation without refund.

3. Exhibitor Conduct

All participants must maintain professional behavior at the venue.

Activities causing nuisance, noise pollution, or disturbance will be penalized.

Promotional activities outside the allotted stall area are prohibited.

No use of loudspeakers, unauthorized miking, or disruptive demonstrations allowed.

Exhibitors must respect other participants and maintain decorum at all times.

4. Stall Setup & Display

Stall setup must be completed 24 hours prior to the event.

All exhibits and branding materials must remain within stall boundaries.

Stalls must not exceed height limits defined by organizers.

Decorative items must be fire-safe and approved.

Exhibitors must arrange manpower and furniture unless pre-booked.

No damage to stall structure or venue is allowed.

5. Safety & Security

Exhibitors are responsible for the safety of their stall and belongings.

Organizers provide general security but are not liable for theft or loss.

No hazardous, inflammable, or restricted materials are allowed.

Emergency exits must remain clear at all times.

Organizers may inspect stalls for safety compliance.

6. Electricity & Utilities

Standard electricity will be provided as per booking.

Overloading or unauthorized connections are strictly prohibited.

Additional power must be requested in advance.

7. Green & Ethical Commitment

Use of eco-friendly materials is encouraged.

Waste must be disposed of in designated bins only.

Exhibitors should promote sustainable practices.

8. Women Entrepreneurs Pavilion

Reserved for women-led or women-focused businesses.

Eligibility will be verified by organizers.

Special awards and mentoring may be provided under separate terms.

9. Promotion & Branding

Expo logo cannot be used without permission.

Only approved sponsors will be featured in central branding.

No pasting or damage to venue property is allowed.

Organizers may use exhibitor names, logos, photos, and videos for promotions.

Event photography/videography will be conducted for marketing use.

10. Visitor Interaction & Sales

Exhibitors are solely responsible for all customer interactions and transactions.

Organizers are not responsible for disputes between exhibitors and visitors.

Pricing, billing, and services are the exhibitor's responsibility.

11. Food & Beverage Policy

Food sales require prior approval from organizers.

Food exhibitors must follow hygiene and safety standards.

Unauthorized food distribution is prohibited.

12. Digital & Data Compliance

Exhibitors must handle customer data responsibly.

Misuse or unauthorized data collection is prohibited.

Spam or unethical marketing practices are not allowed.

13. Staffing & Entry Policy

Stall staff must wear exhibitor badges at all times.

Entry passes are limited; extra passes may be chargeable.

Unauthorized entry is strictly prohibited.

14. Parking & Logistics

Parking is subject to availability.

Organizers are not responsible for vehicle safety.

Loading/unloading must follow designated schedules.

15. Noise & Activity Restrictions

Sound systems or live demos require approval.

Noise levels must be controlled.

Disturbing activities will be restricted.

16. Insurance & Liability

Exhibitors must insure their goods and staff.

Organizers are not liable for loss due to theft, fire, or natural events.

In case of force majeure, event rescheduling/refund will follow policy.

17. Emergency & Medical

Basic first aid will be available.

Emergencies must be reported immediately.

Organizers are not liable for personal injuries unless proven negligence.

18. Compliance with Authorities

All local laws and safety regulations must be followed.

Violations may lead to removal without refund.

19. Exit & Dismantling

No early dismantling before event closing.

All materials must be removed within 12 hours after the event.

Any damages will be charged to the exhibitor.

20. Code of Ethics

No counterfeit or illegal products allowed.

GST and legal compliance is mandatory.

Respectful conduct must be maintained.

Disputes fall under Raigad district jurisdiction.

Violations may lead to eviction without refund.

Contact

Sagarika Jambhale (Director)

RAIGAD BUSINESS INITIATIVES

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Authorized Signatory & Stamp