

## TERMS & CONDITIONS

**VENUE : BISWA BANGLA MELA PRANGAN (MILAN MELA), KOLKATA**

**DATE : 17, 18, 19 DECEMBER, 2025**

**EXHIBITION TIME : 11 A.M. to 6 P.M.**

### FACILITIES

#### A. For Bare Space bookings:

- All Pavilions will be treated as bare space bookings.
- Exhibitors who will book stalls but will fabricate it themselves will be treated as bare space booking and will be treated accordingly.
- Exhibitors booking pavilion / Stalls as bare space will not be provided with any furniture, carpet, power sockets & electrical fittings. These have to be arranged by the exhibitors themselves.
- If any such bare space booking exhibitor wishes to avail these from the authorised vendor of the Show, same can be arranged at the charges payable in advance to the said vendor. However, prior requisition will have to be made at least one day in advance to arrange the furniture & fittings.

#### B. For Stall Bookings:

- Each Stall will have three side walls (with plywood panels) held by prefabricated aluminium system with fascia, floor carpet, 2 tables, 2 chairs, 3 spot lights and 1 power socket of 5amps.
- Extra furniture, electric power sockets and light fittings may be sought on prior requisition from the authorised vendors against payment in advance.
- Fascia will have the facility of display of the exhibitor's name/brand in ENGLISH language upto 25 letters to be put up by the organisers upon prior intimation.
- Display of any other material or information on the fascia plate shall not be allowed.
- The organizer shall provide adequate general security; however, the sole responsibility lies with the exhibitor against any damage or loss of their exhibits.
- Persons participating in the exhibition are expected to behave in a manner that does not cause injury or damage or harm to any other person, exhibits, or to the property of the contractors and exhibition venue.
- Participants/Exhibitors shall display products/services related to Cable TV, BROADBAND and/or OTT sector only in this TRADE SHOW. The organizers reserve the right to remove any product or services that are not related to CABLE TV, BROADBAND and/or OTT sector.
- Products causing loud noise, giving objectionable odour or inflammable in nature are not allowed. Food and drinks are not allowed inside the exhibition hall/venue.
- Display of products and publicity material on stall fascia channel shall not be permitted.
- No nails or screws can be used on the partition boards/furniture in the Pre-Fabricated stall. Drilling or making holes on partition boards/furniture is prohibited. The exhibitor will compensate for damage of any kind to the partition board/furniture. The maximum compensation shall be replacement cost of the same.
- The Stalls & Pavilions are not transferable and cannot be sublet/shared.
- Exhibitors shall be solely liable for any statutory obligations such as GST, Way-bill, Excise duty, Trade Licence etc. on the products brought in the exhibition hall for display.
- All exhibitors must remove their entire materials and dismantle their stall/pavilion before 10 PM on the last day of the exhibition.
- The organizers may amend these terms and conditions and floor plan to suit the atmosphere and viability of the exhibition.
- Provisional Booking shall be confirmed in writing by the organisers only after receipt of full payment within due date given below.
- Any exhibitor from our previous exhibitions with outstanding dues will not be granted space unless previous dues are cleared.
- The Exhibition is meant for display/promotion only, sales are not allowed in the exhibition hall.
- Any Entertainment Programme by the exhibitors will not be allowed inside the Exhibition Hall/Stall /Pavilion
- **AUDIO / MUSIC THROUGH SOUND SYSTEM IS STRICTLY PROHIBITED.**

## APPLICATION, ALLOTMENT & PAYMENT TERMS

- Application for booking of space shall be made by the intending participant valid in all respect in the prescribed APPLICATION FORM available at our Trade Fair office. Specimen copy of the Application form can be viewed on our website [www.ctmaindia.com](http://www.ctmaindia.com). Intending applicant can contact us to collect the Application form in person or through courier.
- Such application form complete in all respects along with the security deposit payable with the application shall be submitted at our office on working days between 11 am and 5 pm and obtain receipt thereof.
- The applicant is required to make full payment of the security deposit applicable to the category/space at the time of the application for consideration of allotment of the category/space applied.
- Any application received without payment of Rs. 5000/- per sq. mtr. for Premium & Rs. 4000/- per sq. mtr. as security deposit (non refundable) for the Exhibitor category and as per offer letter for Sponsorship will be treated as invalid application and is liable to be rejected without being considered for allotment.
- Allotment of space, subject to availability, will be made to the successful applicant by the organizer and its decision shall be final in all respects.
- ALLOTMENT LETTER will be issued after full payment of the invoice for space charges + GST has been received from the applicant. Space will be handed over at the trade fair hall only to the holders of the ALLOTMENT LETTER.
- Any applicant who does not make payment of the invoice within 5 days of issuing the invoice or 6th December 2025 which ever is earlier, shall have its security deposit forfeited and allotment of the stall/space revoked.
- Applicant/Participant desirous of deducting TDS will have to initially make full payment of the invoice for allotment of space. They will be allowed to submit TDS certificate within 15 June 2026. The amount equivalent to TDS certificate will be refunded within 7 days of the receipt of the said TDS certificate. TDS should be deduct @2% in sub contractor category.
- All payments to be made by RTGS/NEFT or Demand Draft favoring "Cable TV Equipments Traders & Manufacturers Association" payable at Kolkata.
- Security Deposit will be refunded to the holders of ALLOTMENT LETTER within 7 days of the receipt of the full payment of the invoice.
- **CTMA shall not recognize/ entertain any precedence or preferential space allotment as a right to regular/ repeat participants**

### FORCE MAJEURE

The trade fair may be postponed /shortened due to any cause whatsoever beyond the control of the organizers. The organizers shall not be responsible for any loss sustained by the intending PARTICIPANTS directly or indirectly, attributable to the elements of nature, force majeure or orders and directives imposed by any Government Authority. In case of such circumstances, the money paid by the PARTICIPANTS or any part thereof is refundable at the sole discretion of the organizers.

### AUTHORITY OF THE PREMISES

The organizers shall be responsible for and entitled to act as owners of the premises throughout the entire period of the show. The decision of the Organizers in any dispute will be final and binding on all participants.