## **क्षेत्रीय कार्यालय, केन्द्रीय रेशम बोर्ड, (वस्त्र मंत्रालय - भारत सरकार)**

## **एवं भारतीय रेशम मार्क संगठन, मुंबई अध्याय**

## **REGIONAL OFFICE, CENTRAL SILK BOARD, (Ministry of Textiles – Govt. of India) & SILK MARK ORGANISATION OF INDIA, MUMBAI CHAPTER**

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| **16, मित्तल चैंबर्स, Mittal Chambers,** **नरीमन पॉइंट Nariman Point,** **मुंबई Mumbai – 400 021.** | **csblogo****Committed to Indian** **Silk Industry**  | logowith india**Your Assurance of Pure Silk** | **ईमेल Email** **romum.csb@nic.in****,** **csbro\_mum@yahoo.com****mumbai@silkmarkindia.com****टेलीफोन: -Phone: - 22020330 & 22020326****फैक्स Fax: - 22020329**  |

**No. SMOI/MUM/27/2015-16/Pune Expo/ Date: 12.11.2015**

**To**

**Dear Sir / Madam,**

**Sub : Silk Mark Expo 2015 Pune at Alpa Bachat Hall , 7th Queens Garden, Behind Vidhan Bhavan, Pune -411 001 from 3rd December**

 **to 7th December. 2015 - Regarding.**

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 The Corporate office and Mumbai Chapter of Silk Mark Organisation of India invites you for the SILK MARK EXPO at **Alpa Bachat Hall , 7th Queens Garden, Behind Vidhan Bhavan, Pune -411 001 (Maharashtra**) as per the schedule given in the table on **page 2**. The authorized users’ fraternity of Silk Mark Organisation of India are hereby invited to participate in this Mega Event in the historic city of “**THE** **GREAT MARATHA- PESHVAI’** and avail the opportunity to showcase their pure silk product range they specialize in.

 You are therefore requested to send in your requisition in the enclosed Booking Order Form and Exhibitor’s Data Sheet along with the payment through Demand Draft / Multicity Cheque in favour of “**Silk Mark Organisation of India –Expo A/C ”** payable at “MUMBAI” (**Current Account No 3089136765 of Central Bank of India, Nariman Point Branch, MUMBAI – 400 021 ; IFSC Code No. CBIN0281067).** The remittance made directly to the above account may please be intimated to MUMBAI Chapter by Fax (Fax No. 022-22020329) or through mail along with copy of Bank’s acknowledgement slip. The tentative plan layout of the Expo Stalls is also enclosed for reference purpose.

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-2-

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| **1** | Dates | 3rd December to 7th December. 2015 for Five Days. |
| **2** | Venue | Alpa Bachat Hall , 7th Queens Garden, Behind Vidhan Bhavan, Pune -411 001 (Maharashtra)  |
| **3** | Timings  | 11.00 AM to 08.00 PM |
| **4** | Stall Size  | 3.0 M x 2.0 M |
| **5** | **Stall Rent**  | **Basic Stall Rent** **(Rs)** | **Service Tax @ 14.50%** **(Rs.)** | **Cost of 500** **Labels** **(Rs.)** | **Vat. @ 5.0%** **(Rs.)** | **Total Participation Cost** **(Rs.)** |
| **47,000/-** | **6815/-** | **1,000/-** | **50/-** | **54865/-** |
| **6** | Mode of Payment | Demand Draft / Multi City Cheques drawn in favour of “Silk Mark Organisation of India EXPO A/C” payable at MUMBAI or Copy of Bank’s acknowledgement for cash deposit in the Current Account No 3089136765 of Central Bank of India, Nariman Point Branch, MUMBAI – 400 021 ; IFSC Code No. CBIN0281067 |
| **7** | Advance Amount  | Rs. 25,000/- (Rupees Twenty Five Thousand Only) and balance amount to be paid while taking over possession of stall on 3rd December, 2015 |
| **8** | Cancellation Rules | The amount paid as Booking Advance will be forfeited in full after 30th November, 2015. |
| **9** | Inauguration of the Expo | 3rd December 2015 at 4.00 PM |
| **10** | Stall Allotment System  | *By Lottery system* |

The authorized users/expo participants are required to keep it in mind the following in particular:

1. Only 100% pure Silk Products will be allowed for Display and Sale.
2. All Products on display must have Silk Mark Label.
3. The Price Tag will be there on the products in the official format.
4. No Exhibitor will be allowed to put up Hoarding / Flex Display boards in the Expo Venue except for Sponsors.

They should also note that violations of Silk Mark User Agreement in any manner or involvement in any kind of indiscipline on their part which may cause damage to the reputation of our organization will be viewed very seriously and initial warnings in the form of yellow and pink slips will ultimately result into debarring the defaulter for a period of up to two years along with cancellation of Authorised User Registration.

**Yours Sincerely,**

**Encl : As Above**

 **Nodal Officer,**

**Silk Mark, MUMBAI**

BOOKING ORDER FORM

To

The Senior Executive,

Silk Mark Organisation of India,

Mumbai.

Dear Sir,

Please find enclosed the Participation fee of Rs. ………………………….. (Rupees ………………………………………………………………………………………………………………………………only)

by Demand Draft / Multicity Cheque No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_dated \_\_\_\_\_\_\_\_\_ drawn in favour of **SILK MARK ORGANISATION OF INDIA-Expo A/C** and payable at par at  **Mumbai** drawn on …………………………………………………..

Kindly acknowledge the receipt of participation fee and confirm the allotment as well for making necessary arrangements. Duly filled in proforma of Exhibitor’s Data Sheet is also enclosed.

 We hereby declare that we shall display / showcase for sale 100% PURE SILK PRODUCTS ONLY with silk mark hang-tags / labels affixed on them.

We hereby declare that we have read, understood and agree to abide by the following terms and conditions

***Terms & conditions***

* ***No Exhibitor will be allowed to participate in the exhibition without paying Advance of the Stall rent amount of Rs.25,000/= per Stall in advance of the scheduled date of commencement of the exhibition.***
* ***No refund of payment will be made for cancellation of the Stall Space booked by the exhibitor after 30th November,2015.***
* ***Maximum discount of 20% only will be allowed in the Exhibition, on the price mentioned on price Tag.***
* ***The decision of the Expo Organising Committee will be final and binding on all concerned and in all matters relating to the exhibition.***
* ***Any dispute will be strictly restricted to the jurisdiction of Courts in Mumbai, alone.***
* ***The Organisers shall be at liberty to change the dates, timing or venue of the exhibition owing to unavoidable circumstances or to cancel the exhibition for such reasons under advice to the exhibitors.***
* ***Any damage or loss caused by any exhibitor to infrastructure and/ or to the goods belonging to other exhibitors in will be subjected to the decision of Expo Organising Committee. The decision of organising committee will be conveyed to defaulter in writing.***
* ***Any loss or damage to goods suffered by the exhibitor owing to pilferage, fire, rain, floods, riots, strike or accident or during transport and carriage if reported in writing will be subjected to action as per local authorities including police. An Insurance Policy is being purchased to cover Infrastructure and Goods as per standard practice.***
* ***All the participants have to produce & display the valid AU’s certificate.***
* ***Conversion of an allotted stall to customized design is not permitted.***
* ***No outside fittings or spot lights are allowed to be installed in the stall.***

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* ***The Organisers reserves the rights to order exhibitors to make such alteration their stall as to avoid interference with the display of other exhibitors***
* ***The Organisers reserves the right to modify the layouts of stalls and business desk (table space) and passage.***
* ***Sales tax / VAT, general sales tax Act requires all participants or the authorised dealers to register with sales tax / VAT departments to obtain temporary registration certificate from the sales tax office.***
* ***No hoardings, banners, etc, will be allowed inside expo venue premises or on the roads in the vicinity. Only sponsors will be permitted to install display mediums only if their designs, specification and location have been approved by the organizer. Any unauthorized display is liable to be removed by the organizer without notice.***
* ***No material exhibit will be allowed to be taken out of the hall without valid exit pass / gate pass obtained from the office authorised by the organizer.***
* ***On Request the Extra Table, Spot Light, etc will be provided on additional cost and Exhibitor has to pay directly to the Service Provider as per the cost fixed by the Organisers.***

 ***We have read carefully all the rules and regulations of SILK MARK EXPO and hereby explicitly agree to comply with all the regulations contained therein. We further agree to comply with such other regulations as may be modified by the exhibition authority from time to time.***

We hereby declare that we will affix Price Tags for all our 100% PURE SILK PRODUCTS showcased during the Expo and also undertake that we will check our stocks on a daily basis for the same before the expo hours begin.

We further undertake to abide by the rules, regulations and guidelines as prescribed by SMOI for the purpose and will conduct ourselves in a discipline manner.

**Yours faithfully,**

**Encl: As Above**

**(Authorised Signatory),**

**Registration Number.**

**(To be filled in by Expo Participant)**

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| **EXHIBITOR’S DATA SHEET** |
| 1. | Name of the Company(As desired on Name Fasciaof Stall in Expo) |  |
| 2. | Sister Concern/Branches if any. |  |
| 3. | Registered Address |  |
| 4. | Address for Correspondence |  |
| 5. | Silk Mark A.U.Registration Number |  |
| 6. | Contact Person |  |
| 7. | Telephone Numbers(With STD Code) |  |
| 8. | Fax Numbers(With STD Code) |  |
| 9. | Mobile Nos. |  |
| 10. | E.Mail Address |  |
| 11. | Category of Business | Manufacturer/ Whole Seller/ Trader/ Retailer/Exporter |
| 12. | Products Covered ( With details ) |  |
| 13. | Specialization in Manufacturing |  |
| 14. | Details of Awards / State Level Recognition if any |  |