

**19<sup>th</sup> INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS)**  
**04- 06 JULY 2025**

Dear Exhibitors,

On behalf of the Export Promotion Council for Handicrafts, I welcome you to the above fair to be held at the India Expo Centre & Mart at Greater Noida.

This **Exhibitor's Manual** is provided with the purpose to assist your organization in preparing for your participation in the **INDIAN FASHION JEWELLERY & ACCESSORIES SHOW 2025**.

Please read this manual carefully and thoroughly to ensure that all relevant matters are processed properly and therefore make your participation in this edition of the above events a memorable one. Please also note the deadline dates and return Forms to the contact numbers promptly.

Should you have any queries, please contact the responsible person, whose name and contact number and email is provided in this manual for your assistance.

Thank you for your co-operation.

**Executive Director**  
Export Promotion Council for Handicrafts  
New Delhi

## GENERAL INFORMATION

### FAIR NAME

19<sup>th</sup> INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS) 2025

### FAIR VENUE

Hall no. 1 & 3 (Ground Floor)

India Expo Centre & Mart (IEML)

Plot No. 25 & 27, Knowledge Park II, Greater Noida, U. P.

### FAIR DATES & TIMINGS

04 & 05 July 2025 [09.00 to 18.00 hrs.]

06 July 2025 [09.00 to 17.00 hrs.]

### ORGANIZER

Export Promotion Council for Handicrafts

EPCH House, Pocket-6&7, Sector-C, LSC, Vasant Kunj,

New Delhi-110070

### SPECIAL ACTIVITY

Opening Ceremony/Inauguration of the fair – 04<sup>th</sup> July 2025 at 10.00 a.m.

### CONTACT PERSONS

Organizers	R. K. Verma Executive Director	011-26135256	Ext. 108
	Rajesh Rawat Addl. Executive Director	011-26135256	Ext. 104

EPCH Trade Fair Division	Naveen Gaur Deputy Director	011-26135256 <a href="mailto:ifjasexhibitors@epch.com">ifjasexhibitors@epch.com</a>	Ext. 106
	Sushil Kumar Agrawal Deputy Director	011-26135256	Ext. 110
	Pankaj Kumar Saw Export Promotion Officer	011-26135256 9958882460 <a href="mailto:ifjasexhibitors@epch.com">ifjasexhibitors@epch.com</a>	Ext. 130
Fair Directory Advertisement	Naveen Gaur Deputy Director	011-26135256 <a href="mailto:ifjasexhibitors@epch.com">ifjasexhibitors@epch.com</a>	Ext. 106

Hotels – Help Line	Kushal Talwar	011-26130692	011-26135256
		09871121212	Ext. 123
Accounts	Rishi Sharma Deputy Director	08800094192	011-26135256 Ext. 132

Site cum Accounts Office – operational w.e.f. 2 <sup>nd</sup> July 2025 (Mr. Srinath Sharma – 8527422001)			
--	--	--	--

## IMPORTANT DATES TO REMEMBER

- Exhibitors Constructing their Stand – **Require Bare Space**  
– Submit request by 25<sup>th</sup> JUNE 2025
- Request Form for Issuance of Construction Badges  
– Submit request by 25<sup>th</sup> JUNE 2025
- Form For Additional Electricity Load  
– Submit request by 25<sup>th</sup> JUNE 2025
- Authority Letter for Possession of Stand  
– Not later than 3<sup>rd</sup> July 2025 (11.00 am)
- Undertaking of No Retail Sale  
– Submit by 3<sup>rd</sup> July 2025
- Exhibits Move Out/ Gate Pass  
– Submit by 5<sup>th</sup> July 2025

.....

## E-WAY BILL COMPLIANCE

Kindly follow the E-Way Bill System and complete all compliance, as per GST Rules, it is mandatory.

**E-way Bill FAQ's**

<https://docs.ewaybillgst.gov.in/html/faq.html>

**GST FAQ's**

<http://gstcouncil.gov.in/faq>

[GST Twitter Handle FAQs](#)

For generation of E-Way Bill EPCH members may use the EPCH GSTN No. 09AAACE1747M2ZE

Helpline no. 7428235510 (Mr. Rohit Upadhyay, Manager Finance-IEML)

## MOVE-IN & MOVE-OUT SCHEDULE FOR DISPLAY

	<b>Raw Space</b> (Exhibitors constructing own stand)	<b>Built – up Stand</b> (EPCH built up stands)
Possession of Stand	01 <sup>st</sup> July – 12:00 noon onwards	03 <sup>rd</sup> July – 10:00 am onwards
Booth Construction	01 & 02 July 2025	N. A.
Booth Decoration	03 <sup>rd</sup> July – 10:00 am onwards (Imp. All booths must be fully decorated by 6:00 pm)	03 <sup>rd</sup> July – 10:00 am onwards (Imp. All booths must be fully decorated by 6:00 pm)
Move-Out Exhibits	06 <sup>th</sup> July 2025 (after 6.00 p.m.)	06 <sup>th</sup> July 2025 (after 6.00 p.m.)
Termination of Booth Electricity	06 <sup>th</sup> July 2025 – 6:00pm	06 <sup>th</sup> July 2025 – 6:00pm

**Important** – Possession of stand will be given to the exhibitors on submission of the **Authority Letter** with the respective Hall Manager (**as per FORM IV encl.**).

**Very Important** - The exhibition will open on 04<sup>th</sup> July 2025 at 09.00 am. The exhibitors are therefore requested to kindly complete their display by 6:00 pm on 03<sup>rd</sup> July 2025 so that necessary arrangements for the inauguration can be made.

## ENTRY AND REMOVAL OF EXHIBITS

Entry of vehicles in the “India Expo Centre & Mart” complex will not be permitted during exhibition period. However, vehicles carrying exhibits will be allowed entry till 03<sup>rd</sup> July 2025 up to 16.00 hours for the purpose of bringing in exhibits. Entry and exit of vehicles will be allowed only from Gate No. 9.

**IMPORTANT: All vehicles carrying exhibits should display their “HALL IDENTIFICATION STICKER” which will be issued by Security Post at Barricade near Gates for easy guidance to the correct gate for entry.**

## VISITORS’ INFORMATION

The fair opens to overseas trade buyers, Buying & Sourcing Consultants and Domestic volume buyers only. All visitors must register at the fair and wear the visitor badge during the fair. No visitor under age 18 will be admitted.

## WHERE ARE YOU LOCATED? (BLOCK WISE LOCATION)

You have been allotted a stand. The Blocks in the different Halls are as under:-

Booth Having Prefix	Hall No.	Location
E01 to E05	1	Ground Floor
E06 to E10	3	Ground Floor

## EXHIBITORS BADGES (Photo Identity Badges)

**EXHIBITORS PHOTO BADGES (No Entry without Photo Badges)**

For Security, Health and Safety Reasons **Photo Identity Badges** will be issued. These badges are not transferable. Only exhibitors carrying such badges and following all health and safety precautions and protocols will be allowed to enter the exhibition halls.

**All exhibitors are requested to display their Photo ID badges at all times during the exhibition. Only Exhibitors with Valid Photo Badges will be allowed in the fair.**

The badges will be handed over to the exhibitors at the fair ground. They can collect it from their Hall Manager on submission of the Authority Letter & supporting documents.

**NOTE:** The exhibitors will be issued badges as per the following break up:

SIZE OF STAND IN SQ. MTR.	12	18 to 24	30 to 36	42 & above
NO. OF BADGES ADMISSIBLE	Three	Four	Five	Six

Exhibitors may please note that no entry or exit will be allowed other than from the specified gates. However, organizers may at any time change the entry/exit plan due to administrative reasons.

**CONSTRUCTION BADGES**

Exhibitors may please note that entry of unauthorized labour / exhibitor's staff not carrying proper identification badges will not be allowed in the Mart Complex during the Built-up and Exhibition days.

**IMPORTANT**

The Council will issue **Construction Badges** to all exhibitors for entry & exit during the build-up period from 01 - 03 July 2025. The Construction Badges will also be valid on 06<sup>th</sup> July 2025 after 06.00 pm for the dismantling after close of the exhibition. Exhibitors are requested to kindly instruct their staff and contractors to wear these badges at all times during the build up period as entry into the Mart complex will only be allowed on the basis of these badges.

**MODULAR STAND – EPCH BUILT UP STAND**

A constructed Stand (minimum 12 sq. mt.) provided by the organizers to the exhibitors during the exhibition will include the following:

- Three sides wall panel
- One plug socket
- 6 spot lights (in a 12 sq. mtr stand)
- Carpeting in stand
- One table & three chairs
- One waste paper basket
- Name Fascia (No Company Logo)
- Electricity consumption for the fixtures provided.

**IMPORTANT – ELECTRICITY:** It has been observed that exhibitors are using unlimited spot light / Halogen light or other equipment absorbing electricity more than the permissible limit as per the stand size. All exhibitors may please note for a 12 sq. mtr. stand only 06 LED spot lights of 16 watts each are allowed. Exhibitors can have additional electricity on payment basis. **Requests for additional electricity load should reach the council's office on the prescribed Form III by 25<sup>th</sup> June 2025.** Please note unauthorized use of electrical loads of more than the permissible limit as per the stand size will be severely penalized.

Further, the Organizers reserve the right to disconnect the stall electricity of the offending exhibitors without any prior communication/warning.

**Alternatively, exhibitors are requested to use Smart Lights like CFL/LED to optimize their power load.**

**MODULAR STAND EXHIBITORS MUST ADHERE TO THE FOLLOWING POINTS:**

- No additional booths fitting or display may be attached to the booths structure.

- No tapes, nails or fixtures of any kind are allowed to be affixed to the partitions, floor or ceiling. Exhibitors are liable to any damage caused to their booth fixtures and fitting at the fair.
- **No freestanding fitment may exceed a height of 10 ft. / 3.00 mt. or extend beyond the boundaries of the booth allocated. This includes exhibits, name fascia, advertising material and company logo.**
- All exhibitors stand materials and the like shall be removed immediately after the closing of the exhibition according to arrangements and within the time limit specified by the Organizers. Any exhibits or stand material left behind at the Exhibition Venue shall be deemed abandoned. Exhibitors are responsible for the expenses incurred for disposing of all such items.
- Installation of electrical equipments, including lighting fixtures must adhere to the Electrical Regulations. Exhibitors are advised to make use of branded electrical fittings only.

## HOW TO GET DISPLAY AIDS?

Display aids such as Shelves, Glass Show Cases, Soft Boards, Display Counters, Coat Racks, Podiums, and Mesh Panels etc. will have to be arranged by the exhibitors on their own. Please note the attachments should match with the Prefabricated Powder Coated Octanorm system.

**A list of empanelled agencies is enclosed at Page No. 22 & 23.**

Kindly note, only the empanelled agencies will be allowed entry into the Mart complex. However, the Council does not assume any responsibility about payment and other transactions between the exhibitors and contractors.

## 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.
- All exhibitors constructing their own booths must have the designs/plans duly certified by a Structural Engineer. The Council reserves the right to obtain a copy at any given time during the fair for information and record. **(Kindly use enclosed FORM I and submit by 25<sup>th</sup> June 2025.)**
- **Maximum Permissible Height of Stands = 10 ft. Including Fascia**
- Organizers support and promote environment and eco-friendly construction activities to minimize air and noise pollution. Hence, basic carpentry, painting and polish work is not allowed on site. All components of your booth must be produced in your contractor's workshop. Only such pre-fabricated modular components are allowed to be assembled and finished at the venue to minimize carpentry. Excessive carpentry work causing major inconvenience to other exhibitors on site may not be allowed by the organizers.
- The Organizer reserves the right to stop construction if it is noticed that the construction is not safe and stable. It is the sole responsibility of the exhibitor to ensure that the construction is safe and the guidelines are followed.

- Exhibitors are requested to submit the details of their Contractor/Agency as per the enclosed format within the specified deadline for issuing contractor badges. Kindly fill up and submit enclosed **Form-II on or before 25<sup>th</sup> June 2025** for issuance of Construction Badges.
- All workmen and Team members of the Booth Designer and Contractors must wear Construction Badges without which they will not be permitted to work at the premises.
- Ensure that during the Onsite construction activity of your booth, Aisles & Common Areas and Neighboring Booths are not encroached upon and are kept completely free of obstacles.
- All booth walls, furniture, lights, exhibits, merchandise and fittings etc. should be free standing or mounted on the booth walls. No. drilling or construction work on the hall floor is permitted and such damages, if caused, will be recovered from the exhibitors' along with penalties.
- During booth construction activities, all your material should be kept in the designated area of your own booth. Walking aisles should be left free. Safety should be your foremost concern at all times.
- While planning and constructing your booth, respect your neighboring booths which have common wall to yours. Do not create structures and designs which obstruct your neighboring booths. Ensure that backside of your walls are properly finished and do not spoil the view or design of the other booths. All exhibitors constructing their booths may please note, Back to Back Finish & Paint of walls is the responsibility of the exhibitor.
- Use of inflammable material like dry grass/straw, bamboo sticks, jute, synthetic fabric, wall paper or fabric/flex masking, surgical cotton, wood chips & wooden scraps will be strictly prohibited.
- Electricity is not included in the Raw Space package. Exhibitors who have booked raw space need to order for Electricity (**KINDLY USE FORM III and submit by 25<sup>th</sup> June 2025**)
- Access to electric meters/main distribution boards, public conveniences and emergency exits shall be left clear during construction and display.
- Empty boxes, cartons and other packaging materials shall not be kept in the halls as the same pose serious fire hazard.
- Exhibitors opting for bare space will not be entitled to any refunds on their stand rent, any additional items or services etc. in lieu of the above during the fair.

**Please do not allow your contractor to use poor quality electrical wirings and fittings, they are serious fire hazard.**

## **FIRE & SAFETY PRECAUTION & SPECIAL INSTRUCTIONS FOR EXHIBITOR'S CONSTRUCTING OWN BOOTHS - [TO BE FOLLOWED BY ALL]**

- Exhibitors are permitted to construct their own booth under the supervision & guidance of a Structural Engineer. All exhibitors constructing their own booths must have the designs/plans duly certified by a Structural Engineer. The Council reserves the right to obtain a copy at any given time during the fair for the Council's information and record. **(KINDLY USE ENCLOSED FORM I.)**
  - The Council reserves the right to stop construction if it is noticed that the construction is not safe and stable. It is the sole responsibility of the exhibitor to ensure that the construction is safe and the guidelines are followed.
  - Exhibitors are requested to submit the details of their Contractor/Agency as per the enclosed format within the specified deadline for issuing contractor badges. **Kindly fill up and submit enclosed Form II for issuance of Construction Badges.**
  - The Council will not be responsible for any delay on account of non-submission/late submission of the required information by the exhibitor.
  - No display, construction or projection of construction element shall be permitted in the passages.
  - Constructions of stands must be confined within the allotted area and should not project into or over the stands or gangways.
  - Exhibitors are requested to kindly contact their hall manager for their exact location within the hall before commencing construction of their stall.
  - Exhibitors opting for bare space are advised to bring pre-fabricated stands to avoid any delay in erection of their booth and damage to the mart property.
  - **Use of inflammable material like dry grass/straw, bamboo sticks, jute, synthetic fabric, wall paper or fabric/flex masking, surgical cotton, wood chips & wooden scraps will be strictly prohibited.**
  - Access to electric meters/main distribution boards, public conveniences and emergency exits shall be left clear during construction and display.
  - Exhibitors opting for bare space will not be entitled to any refunds on their stand rent, any additional items or services etc. in lieu of the above during the Fair.
  - Only the agencies empanelled and authorized by the Council (as per list enclosed) will be allowed to work inside the exhibition halls.
  - Empty boxes, cartons and other packaging materials shall not be kept in the halls as the same pose serious fire hazard.
- **Electrical works in the stands MUST be entrusted to licensed electrical contractors and use of ISI Certified & Fire Insurance approved material shall be mandatory.**
  - The electrical engineers of EPCH/IEML shall provide connections from the tapping point of main power line to each constructed and electrical fitted stand.
  - **Fire Precaution:** For all construction with wooden material involved, raw space contractors are required to prepare one functional fire extinguisher at a conspicuous spot within the assigned area during the **construction period including the day of dismantling & exhibition days** for safety reason.
  - **Exhibitors are advised to monitor the jobs executed by their contractors and ensure only Fire Insurance Approved branded wires and fittings are used. Electrical fire is a constant threat due to use of poor quality material and unauthorized tapping of electricity in the bare/raw space booths.**
  - In case of any untoward incident on account of negligence on part of the exhibitor or the contractor engaged by the exhibitor the above matter – the exhibitor will be solely responsible for the loss including the loss caused to the property of the EPCH, Fair Venue and the Exhibition Contractor/Agencies engaged by the Council.
- **All Exhibitors constructing their own booths are required to install fire extinguishers during the construction & exhibition period including the period of dismantling. In case, the exhibitor's fail to do the same, the Council will install and charges shall be billed to the exhibitor.** The Council reserves the right to close the stall if the above guidelines are not followed by the exhibitor/contractor.

**VERY IMPORTANT**



## DISTRIBUTION OF PROMOTIONAL LITERATURE

Promotional materials such as product catalogues and brochures can only be distributed by the exhibitors within their booths.

Exhibitors may please note that distribution of promotional literature in passages, common area, lounge or restaurant or in the fair ground (other than their stand) is strictly prohibited. Organizers have the right to confiscate such promotional literature.

## POSSESSION OF STAND - AUTHORITY LETTER

Possession of the stand will be given to the exhibitors subject to receipt of full payment and clearing all dues whatsoever that may accrue before taking possession of their stand and on submission of Authority letter as per the Performa enclosed i.e., **FORM-IV**. Stands are to be vacated on the same day of the close of the Fair. Please keep the detail of all the payments with you for the satisfaction of your hall in-charge and present it on demand.

## EXHIBITS DISPLAY DEAD LINE

All exhibitors are requested to complete display of exhibits at their stands strictly by 1800 hours (6.00 P.M.) on 03<sup>rd</sup> July 2025. The cleaning process of Hall will start at 1800 hours (6.00 P.M.) on 03<sup>rd</sup> July 2025.

IMPORTANT

## STORAGE OF EMPTY BOXES

Empty boxes should be kept in the appropriate storage area. Empty boxes will not be allowed to be kept anywhere in the exhibition area. These will have to be removed latest by 6.00 P.M. on 03<sup>rd</sup> July 2025, failing which, organizers shall have the right to confiscate these boxes and impose dumping charges for the material.

## SELLING FROM STAND- RETAIL SALE NOT ALLOWED

Please note it is strictly prohibited to sell any thing from the stand. **Kindly submit your undertaking on the enclosed Form – V.**

## OBSTRUCTION OF PASSAGE / OUTSIDE STAND AREA. (GANGWAYS)

No stand should be left unattended during Exhibition hour. Activity, which in the opinion of the organizers amounts to nuisance, will not be allowed. Exhibits must not obstruct the passages. Organizers shall have the right to take remedial action in such cases.

Exhibitors are advised to display exhibits only with-in the area of their stand. Obstruction of passages or exhibits display outside of stand will not be allowed. The organizers have the right to confiscate the exhibits kept outside the stands.

## MANNING THE STAND

- Exhibitors should keep their stands in an orderly manner.
- Empty boxes should be kept in the appropriate storage area.
- Exhibits should be displayed in a professional manner compatible with the image of the fair.

- All exhibitors are required to remove the night sheets/curtains from their stands within 15 minutes of the opening of the exhibition, failing which, the organizers shall have the right to remove the curtains/night sheets.
- Stands must be manned by knowledgeable staff at all times during the exhibition period. Exhibitors should not vacate their stands before the official move-out time on the last exhibition day unless special permission has been given by the organizers.

## **GENERAL BEHAVIOUR**

- Exhibitors should always behave in a courteous and business like manner throughout the exhibition. They must pay due respect to visitors and other exhibitors.
- Exhibitors should welcome all visitors to their stands. Under no-circumstance should they act in a discriminatory way or prevent certain visitors from approaching their stands.
- Exhibitor badges are not transferable and should be worn on all times for security reasons.

## **RIGHT TO PRIVACY**

Exhibitors are expected to respect the right of all other exhibitors. They are prohibited from entering other exhibitors' booths unless they are being invited.

## **NO SMOKING ZONE**

The stands are being erected in prefab systems within a covered structure and will have limited air circulation facility. As such it is advised to refrain from smoking in all the covered areas. You may also advise the same to visitors and your buyers.

## **WARNING**

No person under any circumstances shall cut into or through any floor covering or wall, nor alter any structure of the exhibition hall. Any such damage to the exhibition hall will be recovered from the exhibitor.

## **SPEND 10 MINUTES IN THE EVENING AND RELAX THE NEXT MORNING**

Exhibitors are advised to spend at least 10 minutes in the evening to clean their stands. You can take out all waste paper and brush the floor covering. Your 10 minutes in the evening will save you from dust the next morning and you can also come relaxed the next morning. Exhibition halls will be cleaned at 6.15 P.M. daily. Exhibitors may please note, waste basket and be kept in gangways so that wastebasket may be cleaned. Cleaner will not enter inside the stands. If garbage etc. is found after 6.15 P.M. inside the stand, the exhibitors have to clean it themselves the next morning.

## **HALL/BOOTH CLEANING**

The Organizers will be responsible for the general cleaning of the exhibition halls and gangways only.

Exhibitors must clean their booths and put their rubbish in front of their booths after the show time daily to be picked up by the cleaners.

## SECURITY

Participants will be responsible for security of their exhibits and stand. Organizers will make general security arrangements during the exhibition. Halls will be sealed daily at 6.00 P.M. & no person will be allowed to stay in exhibition halls between 6.00 P.M. to 8.30 A.M. Entry to exhibition area will be opened daily at 8.30 A.M. Every care will be taken for security. However, organizers do not take any responsibility for theft, loss, stealing, pilferage etc. and goods are to be kept at owner's risk.

## SHARING OR SUBLETTING OF BOOTHS

Exhibition space will be allocated to exhibitors/companies by name of organization and sharing or sub-letting will not be allowed under any circumstances. If it is found that the exhibition space is not being used by the original allottee and has been sub-let to another company, the booth shall be immediately sealed and the companies in question shall be debarred from all future participations in the IHGF & other trade fairs organized by the Council.

## SERVICES

### BUYERS LOUNGE

For convenience of overseas trade visitors, Buyers Lounge will be set-up during the exhibition.

### BUSINESS CENTER

Business Center will be located in Central Function Building.

### FOREIGN EXCHANGE COUNTER

Foreign Exchange Counter will be available.

### TAXI / CAB

A Dial – a- Cab (Radio Taxi Service) will be available from New Delhi and at the Mart Complex (Central Function Building).

### MEDICAL AID

A medical aid center with first aid facilities will be operated during the exhibition at Central Function Building.

### STAND ATTENDANTS

Exhibitors can hire stand attendants & hostesses from the agencies given in the enclosed list at Page No.24.

### HOTELS IN NEW DELHI & NCR

Exhibitors may call Mr. Kushal on 011-26130692/09871121212 in the EPCH or email at [hotels@epch.com](mailto:hotels@epch.com) for the list of hotels offering preferential rates.

## **PUBLIC ADDRESS SYSTEMS (ANNOUNCEMENTS ON MIKE)**

The public address system is for use by the organizers for official announcements only. It is not available to exhibitors for publicity purposes or for individual messages.

## **PHOTOGRAPHY & VIDEO SHOOTING**

No photo taking, sound recording or video shooting will be allowed in the fair venue, unless approved by the organizers in writing in advance. However the organizers & their approved photographer have the right to take photographs of any stand or Exhibits for their official and media use.

IMPORTANT

## **CAR PARKING DURING THE FAIR**

Cars/Vehicles may be parked in the designated parking areas in the Mart Complex free of charge. Necessary parking stickers will be issued to all the exhibitors.

## **NON EXECUTION OF ORDER**

Exhibitors are advised to book the orders, which they can surely execute. In case the organizers receive any complaints from buyer regarding quality 'or' non-execution of any orders, strict action will be initiated against such exhibitors. They will not be allowed to participate in future exhibitions organized by the Council. All Directors/Partners affiliated with such an organization will be responsible for the act and will be penalized.

## **VIOLATION OF GENERAL EXHIBITOR RULES**

Incase any exhibitor is violating any of the exhibitors rules as stated in the "Fair Application Form" submitted for participation in the fair or is non-cooperative, the organizers shall have the right to close down the stand of the participant immediately.

## **UNFORSEEN OCCURRENCES**

In the event of any occurrence unforeseen in these rules and regulations, the decision of the organizers would be final and binding on all exhibitors.

## ASSISTANCE

In case you require any information pertaining please write to the EPCH. Quote your Stand Number with kind attention to Hall Manager of your stand. **In case of telephonic enquiry, please provide stand number & reference number quoted on your letter.**

BLOCKS	HALL	HALL INCHARGE	CONTACT NO.	MOBILE NO.
Block – E (Aisle E01 – E05)	1	Mr. Sanjeev Oberoi	011-26135256 (Ext. 135)	09810772504
Block – E (Aisle E06 – E10)	3	Mr. Varun Verma	011-26135256 (Ext. 135)	08800094191

Hall managers will be available at the site from 01<sup>st</sup> July 2025.

~~~~~

***For suggestions, kindly address your letter(s) to: -***

**R. K. Verma**  
Executive Director  
Export Promotion Council for Handicrafts  
EPCH House, Pocket 6 & 7  
Sector C, L.S.C., Vasant Kunj  
New Delhi – 110070.

## DO's

- Please clean your stand in the evening by soft floor cleaning brush to avoid dust in the morning.
- Please leave the waste bin outside your stand while going.
- Please keep sufficient number of business cards, catalogues, file holder, stapler, carbon papers and your documents like Performa invoice / order books etc.
- Please reach by at least 8.30 A.M. at the entrance gate because screening at entry point for the exhibitors may take some time to clear you to enter exhibition halls. Kindly keep your exhibitor badges ready. Please co-operate with the security on duty.
- We request you to advise your junior staff to wear dresses presentable in the business environment.
- Please open your stands and remove all the curtains latest by 8.30 A.M., otherwise the curtains would be removed by the organizers.

## DONT'S

- Please don't keep empty cartons, helmets, suitcases etc. in the stand.
- Avoid lighting of aggarbatti / dhoop or any other inflammable articles.
- Please avoid bringing samples or heavy articles during the fair time.
- Please don't leave the stand unattended at any time or during lunch.
- Please don't keep any articles on the main bay / gang ways.
- Please don't hang articles on the outer portion of your stand.
- Don't alter name fascia board. (Even if your name is spelt out wrongly, please inform the organizers).
- Please don't load shelves heavily these can fall off.
- Please don't push the structure.

**Wish you success during  
IFJAS 2025**

## **INDEX OF FORMS**

| <b>Sl. No.</b> | <b>Form No.</b> | <b>Page No.</b> | <b>Purpose</b>                                                                              | <b>Submission Deadline</b> |
|----------------|-----------------|-----------------|---------------------------------------------------------------------------------------------|----------------------------|
| 1.             | Form - I        | <b>16</b>       | Request Form for Exhibitors for Bare Space / Own Construction of Stand                      | 25 <sup>th</sup> June 2025 |
| 2.             | Form - II       | <b>17</b>       | Request Form for Issuance of Construction Badges for Bare Space / Own Construction of Stand | 25 <sup>th</sup> June 2025 |
| 3.             | Form - III      | <b>18</b>       | Form For Additional Electricity / Power Load                                                | 25 <sup>th</sup> June 2025 |
| 4.             | Form - IV       | <b>19</b>       | Authority Letter for Possession of Stand                                                    | 03 <sup>rd</sup> July 2025 |
| 5.             | Form - V        | <b>20</b>       | Undertaking of No Retail Sale                                                               | 03 <sup>rd</sup> July 2025 |
| 6.             | Pg. 21          |                 | List of Empanelled Stand Construction/Window Dressing Agencies                              |                            |
| 7.             | Pg. 22          |                 | List of Empanelled Suppliers of Display Aids                                                |                            |
| 8.             | Pg. 23          |                 | List of Empanelled Agencies for Girl Guides & Hostesses & Interpreters                      |                            |

**FORM- I**

**INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS) 2025**

04-06 July 2025, India Expo Centre & Mart, Greater Noida

**REQUEST FORM FOR EXHIBITORS FOR  
BARE SPACE / OWN CONSTRUCTION OF STAND**

**Deadline – 25<sup>th</sup> June 2025**

Return to:

**Export Promotion Council for Handicrafts**

EPCH House, Pocket 6 & 7, Sector – C

Local Shopping Centre, Vasant Kunj

New Delhi – 110070.

Email: [ifjasexhibitors@epch.com](mailto:ifjasexhibitors@epch.com)

Sir,

We are constructing our own stand. Our request for bare space & architect / contractor is enclosed herewith for your information & records.

Exhibitor: \_\_\_\_\_ Stand No: \_\_\_\_\_ Hall No: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_

Stand Contractor / Architect: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_

NOTE: 1. Please submit 2 sets of detailed drawings (elevations, layout plan & perspective) with dimensions, illustrating the design of your stand for the fair.

2. Both the exhibitor & contractor must abide by all rules and regulations of the organizers.

**Declaration**

**We confirm that we have read, understood and agree to comply with and to be bound by the  
Terms & Conditions**

AUTHORISED SIGNATORY \_\_\_\_\_

DATE \_\_\_\_\_ SIGNATURE & STAMP \_\_\_\_\_

***Important: - Please retain a copy of this Form for your records.***



**FORM- II**

**INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS) 2025**

04-06 July 2025, India Expo Centre & Mart, Greater Noida

**REQUEST FORM FOR ISSUANCE OF CONTRACTOR BADGES  
BARE SPACE / OWN CONSTRUCTION OF STAND**

**Deadline – 25<sup>th</sup> June 2025**

Return to:

**Export Promotion Council for Handicrafts**

EPCH House, Pocket 6 & 7, Sector – C

Local Shopping Centre, Vasant Kunj

New Delhi – 110070.

Email: [ifjasexhibitors@epch.com](mailto:ifjasexhibitors@epch.com)

**Only the Contractor/Agency who presents this form can collect the Contractor Badges by the number of workers. (Please fill out this form and send it to your contractor for collecting badges during the construction period).**

**Exhibitor:** \_\_\_\_\_ **Stand No:** \_\_\_\_\_ **Hall No:** \_\_\_\_\_

***We have appointed the following agency for stand construction:-***

**Stand Contractor / Architect:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Tel:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

The above person will collect \_\_\_\_\_ (number) of Contractor Badges on my behalf.

**Declaration**

**We confirm that we have read, understood and agree to comply with and to be bound by the  
Terms & Conditions**

**AUTHORISED SIGNATORY** \_\_\_\_\_

**DATE** \_\_\_\_\_

**SIGNATURE & STAMP** \_\_\_\_\_

***Important: - Please retain a copy of this Form for your records.***

**FORM- III****INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS) 2025**

04-06 July 2025, India Expo Centre &amp; Mart, Greater Noida

**ADDITIONAL ELECTRICITY/POWER LOAD****Deadline – 25<sup>th</sup> June 2025**

Return to:

**Export Promotion Council for Handicrafts**

EPCH House, Pocket 6 &amp; 7, Sector – C

Local Shopping Centre, Vasant Kunj

New Delhi – 110070.

Email: [ifjasexhibitors@epch.com](mailto:ifjasexhibitors@epch.com)

Please Note Our Additional Electricity / Power Load Requirement For “Indian Fashion Jewellery & Accessories Show 2025 is Given Below:

POWER LOAD REQUIRED - \_\_\_\_\_ kw @ Rs. 1500/- + 18% GST – Total Dues Rs. \_\_\_\_\_

**PAYMENT DETAILS:**

NEFT / Demand Draft no. \_\_\_\_\_ for Rs. \_\_\_\_\_ (Rs. \_\_\_\_\_  
\_\_\_\_\_, Bank \_\_\_\_\_ Dated \_\_\_\_\_

**Terms & Conditions:-**

THE ORGANISERS WILL ONLY PROVIDE 06 SPOT LIGHTS & ONE PLUG SOCKET (5/15 AMP) IN A 12 SQ. MT. BOOTH.

INCASE, EXHIBITORS REQUIRE EXTRA ELECTRICITY / POWER LOAD, THE CHARGES FOR THE SAME ARE RS. 1500/- PER KW + GST THE REQUEST CAN BE SUBMITTED AS PER THE ABOVE FORMAT ALONG WITH REQUISITE FEE TO BE PAID BY WAY OF ADEMAND RTGS/NEFT , DRAFT / PAY ORDER DRAWN IN FAVOUR OF THE “EXPORT PROMOTION COUNCIL FOR HANDICRAFTS”.

**IMPORTANT:- REQUESTS RECEIVED WITHOUT PAYMENT WILL NOT BE ENTERTAINED. FURTHER, PAYMENT FOR ELECTRICITY LOAD ONCE DEPOSITED WILL NOT BE REFUNDED.**

**Declaration: -**

*We confirm that we have read, understood and agree to comply with and to be bound by the Terms & Conditions*

EXHIBITOR \_\_\_\_\_

STAND NO. \_\_\_\_\_ HALL NO. \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ DATE \_\_\_\_\_

MOB. \_\_\_\_\_ SIGNATURE &amp; STAMP \_\_\_\_\_

| Virtual Account Information:                                                                                                                                                                                                                                            | Important Notice for Bank Transfers:                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Account Name:</b> Export Promotion Council for Handicrafts<br><b>Virtual Account Number:</b> 17730EPCHXXXXXX<br><b>IFSC Code:</b> UBIN0996335<br><b>Bank Name:</b> Union Bank of India<br><b>Branch:</b> FCS Centre Bangalore, Bangalore<br><b>Mode:</b> NEFT / RTGS | When making a bank transfer to EPCH Virtual account, please ensure your membership number is formatted as a 6-digit number. If your membership number is less than 6 digits, <b>add zeros (0) as a prefix</b> to make it 6 digits.<br><b>Examples:</b><br>If your membership number is <b>195</b> , enter it as <b>000195</b> .<br>If your membership number is <b>2066</b> , enter it as <b>002066</b> .<br>If your membership number is <b>46683</b> , enter it as <b>046683</b> |

**FORM -IV**

**(AUTHORITY LETTER)**

(To be typed on company letterhead and to be submitted at the time of taking possession of your stand – but not later than 03<sup>rd</sup> July 2025 by 11.00 am at the exhibition ground)

To,  
Executive Director  
Export Promotion Council for Handicrafts  
New Delhi.

Stand No. \_\_\_\_\_/Hall No. \_\_\_\_\_

**INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS) 2025**

**04-06 July 2025, India Expo Centre & Mart, Greater Noida**

NAME OF THE ORGANISATION: \_\_\_\_\_

ADDRESS : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE : \_\_\_\_\_

E-MAIL : \_\_\_\_\_

CONTACT EXECUTIVE : \_\_\_\_\_

STAND NUMBER : \_\_\_\_\_

We are taking possession of the stand space allotted to us. We are also enclosing a copy of our stand allotment letter and confirm that payment for stand charges in full has already been made. [All exhibitors constructing their booths will ensure Back to Back Finish & Paint of walls or covering the elevated area with fabric or flex].

AUTHORISED SIGNATORY \_\_\_\_\_

DATE \_\_\_\_\_ SIGNATURE & STAMP \_\_\_\_\_

**FORM-V**

**UNDERTAKING OF NO RETAIL SALE**

(To be typed on company letterhead and be submitted on or before 03<sup>rd</sup> July 2025 [5.00 P.M.] at exhibition ground).

To,  
Executive Director  
Export Promotion Council for Handicrafts  
New Delhi.

Stand No. \_\_\_\_\_/Hall No. \_\_\_\_\_

**INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS) 2025**

04-06 July 2025, India Expo Centre & Mart, Greater Noida

**Declaration:-**

***We confirm that we have read, understood and agree to comply with and to be bound by the Terms & Conditions of this exhibition. We further declare that “NO RETAIL SALE” will be made from our booth.***

Exhibitor: \_\_\_\_\_ Stand No: \_\_\_\_\_ Hall No: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Tel: \_\_\_\_\_ Mobile: \_\_\_\_\_

Authorized Signatory \_\_\_\_\_

Date \_\_\_\_\_ Signature & Stamp \_\_\_\_\_

**FORM-VI**

**EXHIBITS MOVE OUT**

**GATE PASS**

(To be typed on company letterhead and be submitted in quadruplicate (4 copies) on or before 05<sup>th</sup> July 2025 to your hall manager at exhibition ground)

(kindly attach 4 copies of an invoice/packing list of items to be transported out along with this gate pass)

To,  
The Executive Director  
Export Promotion Council for Handicrafts  
New Delhi

Stand No: \_\_\_\_\_

Hall No : \_\_\_\_\_

**INDIAN FASHION JEWELLERY & ACCESSORIES SHOW (IFJAS) 2025**

**04-06 July 2025, India Expo Centre & Mart, Greater Noida**

Dear Sir,

Kindly permit us to transport the display items as mentioned in the enclosed proforma invoice/packing list, out of exhibition area after the close of 19<sup>th</sup> Indian Fashion Jewellery & Accessories Show and oblige.

We hereby declare that the items mentioned below were displayed at the above stand and are the sole property of M/s. \_\_\_\_\_ and in no case belong to the organizers.

Thanking you,

Authorized signatory \_\_\_\_\_

Designation \_\_\_\_\_

**Sl. No.**

**Details of Invoice / Packing list**



**EPCH Authorized signatory  
Hall Manager**

**STAND CONSTRUCTION / WINDOW DRESSING AGENCIES**

|                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MR. JATIN G. MEHTA<br>M/S. KUNJ EVENTS PVT. LTD.<br>Contact Number: 9811076358, 9811571037<br>Email : <a href="mailto:jatinmehta@kunjevents.com">jatinmehta@kunjevents.com</a> , <a href="mailto:kunjinc@gmail.com">kunjinc@gmail.com</a>                                                              | MR. DINESH RASWANT<br>M/S. CRAFTSMAN EXHIBITIONS & INTERIORS<br>Contact Number: 09811061915<br>Email: <a href="mailto:craftsman257@gmail.com">craftsman257@gmail.com</a>                                                                                            |
| MR. MAYANK KAPOOR<br>M/S. KAPCO EVENTS AND EXHIBITIONS PVT LTD<br>Contact Number: 9818055002<br>Email: <a href="mailto:kapcoarts@gmail.com">kapcoarts@gmail.com</a>                                                                                                                                    | MS. HARSHA MURARKA / MS. KAJAL JAIN<br>M/S. STUDIO MESO<br>Contact Number : 9953132291, 9354302628, 9891503409<br>EMAIL: <a href="mailto:harsha@studiomeso.co.in">harsha@studiomeso.co.in</a> , <a href="mailto:hey@studiomeso.co.in">hey@studiomeso.co.in</a>      |
| MS. SMRITI SINGLA<br>M/S. DOUBLE 8 EVENT & ADVERTISING PVT. LTD.<br>Contact Number : 011-23247276, 09899787433<br>Email: <a href="mailto:delhi@double8events.com">delhi@double8events.com</a><br>Web - <a href="http://www.double8events.com">www.double8events.com</a>                                | MR. HARISH YADAV<br>M/S. KNOWTEQ DESIGNS<br>Contact Number : 09354423499, 09354152961<br>Email: <a href="mailto:hari_knowteqdesign@yahoo.com">hari_knowteqdesign@yahoo.com</a><br><a href="mailto:info@knowteqdesign.com">info@knowteqdesign.com</a>                |
| MR. AMAN AGGARWAL<br>M/S. ISHU ARTS<br>Contact Number : 9899975076, 9810120622<br>Email: <a href="mailto:ishuarts1@gmail.com">ishuarts1@gmail.com</a> Web: <a href="http://www.ishuarts.com">www.ishuarts.com</a>                                                                                      | MR. RAJ MALHOTRA<br>M/S. VAASTUKRITI<br>Contact Number: 09810258851, 09312233457<br>Email: <a href="mailto:vaastukriti@gmail.com">vaastukriti@gmail.com</a>                                                                                                         |
| MR. VIVEK GUPTA<br>M/S. PROMOACTIVE PRIVATE LIMITED<br>Contact Number : 9555896455<br>Email: <a href="mailto:info@promoactive.in">info@promoactive.in</a> Web: <a href="http://www.promoactive.in">www.promoactive.in</a>                                                                              | MR. PREET AUGUSTJA<br>M/S. DESIGNER DECORE<br>Contact Number: 9871316714, 9818968078<br>Email : <a href="mailto:designersdecore@gmail.com">designersdecore@gmail.com</a><br>Web : <a href="http://www.designerdecore.in">www.designerdecore.in</a>                  |
| MR. BALBIR SINGH<br>M/S. STUDIO B DESIGN PVT. LTD.<br>Contact Number – 9811112578<br>Email- <a href="mailto:mail@studiobindia.com">mail@studiobindia.com</a><br>Web: <a href="http://www.studiobspaces.com">www.studiobspaces.com</a> , <a href="http://www.studiobindia.com">www.studiobindia.com</a> | MR. SUMEET LEEKHA & MR. MANIK PATHAK<br>M/S. ABACUS COMMUNICATIONS<br>Contact Number : 011-45601668, 09811094339, 09818275441<br>Email: <a href="mailto:abacusco@gmail.com">abacusco@gmail.com</a> Web : <a href="http://www.abacusexib.com">www.abacusexib.com</a> |
| MR. JITENDER AHUJA<br>M/S SILVERLINE<br>Contact Number: 9811146691<br>Email: <a href="mailto:silverlineahuja@gmail.com">silverlineahuja@gmail.com</a> ,<br><a href="mailto:silverlineahuja@rediffmail.com">silverlineahuja@rediffmail.com</a>                                                          | MS. RICHA RAY<br>SPECTRA INTERNATIONAL<br>Contact Number: 9891094589, 9811360391<br>Email: <a href="mailto:sales.spectrainternational@gmail.com">sales.spectrainternational@gmail.com</a>                                                                           |
| MR. NIRAJ KUMAR<br>Contact Number: 7387565222<br>Email: <a href="mailto:niraj4exhibitions@gmail.com">niraj4exhibitions@gmail.com</a>                                                                                                                                                                   | MR. VIKRANT GUPTA<br>M/S. ADWAVES ADVERTISING<br>Contact Number: 09811148239, 42418301<br>Email: <a href="mailto:vikrant@adwaves.in">vikrant@adwaves.in</a>                                                                                                         |
| MR. MOHINISH GARGA<br>M/S. Z AXIS EXHIBITION DESIGN PVT. LTD.<br>Contact Number: 29941419/41402258/9868855741<br>Email: <a href="mailto:zaxisindia@gmail.com">zaxisindia@gmail.com</a> , <a href="mailto:zaxisindia@yahoo.com">zaxisindia@yahoo.com</a>                                                | MR. ANURAG VERMA / MS. NEHA<br>M/S. A. V. DESIGN<br>Contact Number: 011-24697263, 09810682432, 09810121883<br>EMAIL: <a href="mailto:av4design@gmail.com">av4design@gmail.com</a>                                                                                   |
| MR. ROHIT DHINGRA<br>M/S. IMPACT MARKETING SERVICES PVT. LTD.<br>Contact Number - 0990388399, 011 - 40503620<br>Email: <a href="mailto:rohitd@impactmarketingservice.com">rohitd@impactmarketingservice.com</a>                                                                                        | MS. PAYAL RAMCHANDANI<br>M/S. aAdya-aAKAAR & ASSOCIATES,<br>Contact Number : 09810173569 , 011-41089272<br>Email : <a href="mailto:aadya.aakaar@gmail.com">aadya.aakaar@gmail.com</a>                                                                               |
| MR. DIBYENDU CHANDA<br>VICE PRESIDENT – M/S. SAFFRON IDEAS<br>MOB. 9874991229<br><a href="mailto:dibyendu.saffronideas@gmail.com">dibyendu.saffronideas@gmail.com</a> EMAIL:                                                                                                                           | Mr. PRASHANT JADHAV, CEO – M/s. ACCORD EXHIBIT (whats app: +91 9619735550 )<br>Email <a href="mailto:sales@accordexhibit.com">sales@accordexhibit.com</a> Web. <a href="http://accordexhibit.com">http://accordexhibit.com</a><br>Cell : 9619735550 / 7977908853    |
| MS. PRATIBHA SAINI   M: +91 9999856647<br>M/S. Tvastar Integrated Marketing Pvt. Ltd.<br>T: +91 120 4751155   E: <a href="mailto:sales@tvastar.net">sales@tvastar.net</a>                                                                                                                              | Ms. Neha Sahni<br>M/s. Instate Media Pvt. Ltd.<br>T: +91 7011199578   8595879481<br>E mail - <a href="mailto:neha@instatemedias.com">neha@instatemedias.com</a>                                                                                                     |
| MR. SARANSH – 08800123421 / MR. TARUN – 09650466106<br>M/S. ADIDA EVENTS PVT. LTD.                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                     |

IMPORTANT: THE ABOVE AGENCIES ARE ONLY AS SUGGESTIONS. THE COUNCIL DOES NOT TAKE ANY RESPONSIBILITY AS TO THE JOB CREDITABILITY OF THE AGENCIES LISTED ABOVE. EXHIBITORS ARE REQUESTED TO NEGOTIATE & DEAL WITH SUCH CONTRACTOR AT THEIR OWN LEVEL.

## LIST OF AGENCIES SUPPLYING DISPLAY AIDS

|                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MR. SUNNY<br>M/S DEEPALI DESIGN & EXHIBITS PVT. LTD.<br>GN-6, SHIVAJI ENCLAVE, RAJOURI GARDEN<br>NEW DELHI 110027.<br>TEL. 09953642118                                                                                                                                                      | MR. H. S. CHATURVEDI<br>M/S. BHUMICA INTERIOR DECORATORS<br>TEL. 09312705390, 09868013261<br><a href="mailto:bhumicainteriordecorators@gmail.com">bhumicainteriordecorators@gmail.com</a>                                                                            |
| MR. JITENDER AHUJA<br>M/S SILVERLINE<br>FA-125, MANSAROVAR GARDEN<br>NEW DELHI-110015<br>Contact Number: 9811146691<br>Email: <a href="mailto:silverlineahuja@gmail.com">silverlineahuja@gmail.com</a> , <a href="mailto:silverlineahuja@rediffmail.com">silverlineahuja@rediffmail.com</a> | MR. DINESH RASWANT [MINTU]<br>M/S. CRAFTSMAN EXHIBITION & INTERIORS<br>T-258-0704, LOTUS PANACHE, SEC. 110<br>NOIDA-201304 [UTTAR PRADESH].<br>Contact Number: 09811061915, 09310161918<br>Email: <a href="mailto:craftsman257@gmail.com">craftsman257@gmail.com</a> |
| MR. NASIR ALI<br>M/S. KHAN DCORATORS<br>TEL. 09810489084, 09958758480<br><a href="mailto:N4nasirali42@gmail.com">N4nasirali42@gmail.com</a>                                                                                                                                                 | MR. PRAMOD KUMAR<br>M/S. P. K. FURNITURE & EXHIBITION<br>TEL. 09910038818, 09910078818<br><a href="mailto:Pramod.furniture@gmail.com">Pramod.furniture@gmail.com</a>                                                                                                 |

**N. B. THE ABOVE MENTIONED AGENCIES HAVE SHOWN INTEREST IN PROVIDING THEIR SERVICES TO THE EXHIBITORS OF THE ABOVE TRADE FAIRS.**

### IMPORTANT

PLEASE NOTE: THE ABOVE AGENCIES ARE ONLY AS SUGGESTIONS. THE COUNCIL DOES NOT TAKE ANY RESPONSIBILITY AS TO THE JOB CREDITABILITY OF THE AGENCIES LISTED ABOVE. EXHIBITORS ARE REQUESTED TO NEGOTIATE & DEAL WITH SUCH CONTRACTOR AT THEIR OWN LEVEL.

**FOR BOOTH ATTENDANTS/ HOSTESSES INTERPRETERS  
YOU CAN CONTACT THE FOLLOWING AGENCIES**

**BOOTH ATTENDANTS & HOSTESSES**

- |                                                                                                                                                           |                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. MRS. SNEH PRABHA<br>1 – B, SECTOR 28<br>NOIDA – 201 303.                                                                                               | TEL: 0120-2455934<br>MOBILE: 09810948658                                                                                                                       |
| 2. MR. SHIRISH BENJWAL<br>M/S. MASS MANAGEMENT<br>SERVICES PVT. LTD.<br>320-321, 3RD FL. ANSAL CHAMBER II<br>6, BHIKAJI CAMA PLACE<br>NEW DELHI – 110066. | TEL: 011-26106111, 26185946, 26181044<br>MOBILE: 09818441822/09212510405<br><br><a href="mailto:shirishbenjwal2112@gmail.com">shirishbenjwal2112@gmail.com</a> |
| 3. MS. RIDDHI JAIN<br>M/S. REASSURE EVENTS & EXHIBITION<br>14/B, 2 <sup>ND</sup> FLOOR, STREET NO. 7<br>MAYUR VIHAR, PHASE I<br>NEW DELHI.                | TEL: 09899143586<br><a href="mailto:riddhijain66@yahoo.co.in">riddhijain66@yahoo.co.in</a>                                                                     |
| 4. MR. ASHOK SAINI<br>M/S. UGS FACILITY MANAGEMENT<br>144G, HARI NAGAR, ASHRAM<br>NEW DELHI.                                                              | TEL : 09811477397<br><a href="mailto:support@ugsfacility.com">support@ugsfacility.com</a>                                                                      |

**INTERPRETERS**

- |                                                                                                                                                                   |                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. MR. RAVI RANJAN<br>M/S. TRANSVERSE LANGUAGE SOLUTIONS<br>3 <sup>RD</sup> FLOOR, SAIRA TOWER, GULMOHAR<br>COMMERCIAL COMPLEX, GREEN PARK<br>NEW DELHI – 110 069 | TEL : 011-65099888<br><br>MOBILE: 09999108727<br><a href="mailto:contact@transversesolutions.com">contact@transversesolutions.com</a>                                           |
| 2. MR. VIVEK RAJ<br>M/S. LANGUAGE AIDE PVT. LTD.<br>UG-4, PLOT 5&6, BLOCK-B, SEWAK PARK<br>UTTAM NAGAR (OPP. DWARKA MOR<br>METRO STATION, NEW DELHI – 110 059     | TEL : 011-26103904, 45542470<br>MOBILE : 09811480781, 9810200781, 9268330053<br><br><a href="mailto:vivek.raj@languageaide.com">vivek.raj@languageaide.com</a>                  |
| 3. M/S. MASS MANAGEMENT<br>SERVICES PVT. LTD.<br>320, 3RD FL. ANSAL CHAMBER II<br>BHIKAJI CAMA PLACE<br>NEW DELHI – 110066                                        | TEL: 011-26106111, 26185946, 26181044<br>MOBILE: 09818441822/09212510405<br>FAX: 011-26184899<br><a href="mailto:shirishbenjwal2112@gmail.com">shirishbenjwal2112@gmail.com</a> |

N. B. THE ABOVE MENTIONED AGENCIES HAVE SHOWN INTEREST IN PROVIDING THEIR SERVICES TO THE EXHIBITORS OF THE ABOVE TRADE FAIRS.

**IMPORTANT**

PLEASE NOTE: THE ABOVE AGENCIES ARE ONLY AS SUGGESTIONS. THE COUNCIL DOES NOT TAKE ANY RESPONSIBILITY AS TO THE JOB CREDITABILITY OF THE AGENCIES LISTED ABOVE. EXHIBITORS ARE REQUESTED TO NEGOTIATE & DEAL WITH SUCH CONTRACTOR AT THEIR OWN LEVEL.