

CAREER FAIR EXHIBITOR GUIDE

EXHIBITION

All installation and dismantling of exhibits must be carried out during the time indicated. No exhibit may be erected after the exhibition opens or be dismantled before the official closing time. It is the responsibility of the exhibitor to see that all materials are delivered and removed from the exhibit hall by the specified deadline. Failure to remove exhibit will result in removal arranged by the Event Planner at the expense of the exhibitor.

EXHIBIT SCHEDULE

Lead, Gold, Silver and Bronze sponsors will have stalls placed at an exclusively covered area inside the main hotel premises: Vivanta by Taj – Yeshwantpur, Bangalore.

Wednesday, December 7, 2016

Exhibit Move-in & Setup 2:00 p.m. – 9:00 p.m.

Thursday, December 8, 2016

Exhibition Open 10:45 a.m. – 6:00 p.m.

Friday, December 9, 2016

Exhibition Open 10:00 a.m. – 4:00 p.m.

Exhibit Move-out 4:00 p.m. – 6:00 p.m.

EXHIBIT FLOOR PLAN & BOOTH ASSIGNMENT

ABI India reserves the right to assign booth space in order of sponsorship level, size of booth and effective traffic flow. For all booth stall set up related queries please contact Machaiah. K. A at (machaiah@riggerhouse.com / 99864 31762) or Nitesh Shetty at (nitesh@riggerhouse.com / 97690 10145).

EXHIBIT PACKAGES

Exhibition Booth Information

The booth sizes are:

Lead Sponsor: 5m X 4m

Gold Sponsor: 6m X 2m

Silver Sponsor: 4m X 2m

Bronze Sponsor: 3m X 2m

Exhibition Booth Specs

Lead Sponsor

- i. Octonorm stall with one back wall and 2 side walls in white panels and fascia on top with stall name in white on blue background, 3 table of 3ft wide, 6 side chairs, one wastebasket.
- ii. 1 No 5 Amp Electrical Outlet
- iii. Booth Carpet (Grey Color)

Corporate Gold, Silver Sponsors

- i. Octonorm stall with one back wall and 2 side walls in white panels and fascia on top with stall name in white on blue background, 2 table of 3ft wide, 4 side chairs, one wastebasket.
- ii. 1 No 5 Amp Electrical Outlet.
- iii. Booth Carpet (Grey Color)

Corporate Bronze Sponsor

- i. Octonorm stall with one back wall and 2 side walls in white panels and fascia on top with stall name in white on blue background + one table of 3ft wide, two side chairs, one wastebasket.
- ii. 1 No 5 Amp Electrical Outlet (one for each sponsor).
- iii. Booth Carpet (Grey Color).

Important Notes:

- Sponsors will not have the option to purchase additional booths, unless they upgrade the sponsorship level to purchase additional booths.
- All exhibitor displays must be confined to the booth space. Height of the stall cannot exceed 8 ft.

- WiFi for your stall is to be purchased directly from the hotel. ABI India will not be providing WiFi service. Organizations can directly contact: Ashish Pathak at +91 96200 22525/ Pathak@tajhotels.com or Mayuri Sisodia at +91 9886896846/ Mayuri.Sisodia@tajhotels.com.
- No independent PA systems will be allowed in the stalls. The exhibitor area will have a general PA System managed by the ABI India team. All announcements can be made at scheduled intervals from the general PA System.

Access

The full-time company personnel working at your booth will be provided with the following access:

- i. Access to the Exhibit area is granted until 60 minutes prior to the Exhibition official start time to open your booth.
- ii Allowed to stay in the Exhibit area 30 minutes after the Exhibition official close time to store away your booth materials.

Carpet

- The aisles will be carpeted in blue.
- All exhibitor booths will receive carpeting in their primary space. If your booth carpet requires different color other than show color, please contact the event planner to order and there will be additional costs.

EXHIBITOR INFORMATION

- Exhibitors are responsible for all the material in their stall.
- Exhibit tear down should not commence until after the show on Friday, December 9, 2016 at 5:00 p.m. It is your responsibility to notify your stall vendor of the pick-up time.

SET-UP

Set-up of any exhibit can be started by 2:00 p.m. on Wednesday, December 7 2016 at Vivanta by Taj – Yeshwantpur. ABI India will not be responsible for any damages incurred in the stall by external independent vendors, the participating company will employ. All exhibits must be fully installed and

completed by 9:00 p.m. on December 7, 2016. The hotel does not under any circumstance allow working post 9:00 p.m.

LABOR

It is the exhibitor's responsibility to arrange for set-up and dismantling of your exhibits. Expenses incurred by ABI India for exhibit set-up or tear down will be charged directly to your exhibit account.

ADDITIONAL SERVICES

Complete information on additional services will be available in the rate card provided at the end of this document.

MATERIAL HANDLING

All booth materials must be handled directly by the sponsors or their stall vendors. The event planners do not offer any pre- event storage or material handling at the venue.

STORAGE

There is no crate or product storage permitted within the convention facility. No storage is permitted in aisles behind in-line booths.

REGISTRATION

Everyone attending the conference and/or manning the Exhibition stalls are required to wear an official badge at all times. Individuals are not allowed in the exhibit area without an appropriate badge (including set-up personnel) once the exhibition / conference has commenced. Exhibitors will have to display their registration badge giving them early access to the exhibit hall to open and close the show.

Everyone you send to hotel Vivanta by Taj – Yeshwantpur during the conference must be registered, either with a sponsor pass or with a paid ticket. All badges for Delegates / Exhibitors will be issued from the registration counter at White Orchid Convention Center, Bangalore from 11.30 am to 3.30 pm on December 7, 2016 and at hotel Vivanta by Taj – Yeshwantpur from 8.30 am to 5.00 pm on December 8 and 9, 2016. Additional exhibitor/booth passes are not issued for GHCI 2016. ***Each sponsor will receive the allocated number of free***

passes (including booth passes) as per sponsorship category.

Participants should register themselves online by November 10, 2016. For more information about how to get registered, please visit ghcindia.anitaborg.org.

Rate Card for Exhibitors

For any additional exhibition requirements you can directly contact Machaiah. K. A at (machaiah@riggerhouse.com / 99864 31762) or Nitesh Shetty at (nitesh@riggerhouse.com / 97690 10145). Please find below the Rate Card for exhibition requirements.

Material	Amount per day
Plasma 42in	Rs. 4000/-
Hostess	Rs. 2500/-
House Keeping Staff	Rs. 1800/-
Security	Rs. 1500/-
Fish Bowl	Rs. 500/-
Carpet	Rs. 25 per sqft
Octonorm Table	Rs. 1000/-
Additional power	Rs. 3000/- per 5kv
supply 1 Kva	Rs. 800/-
Additional Chairs	Rs 1000/
Round glass table	Rs 1500/

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*service tax as applicable will be charged