



Circular No : 62<sup>nd</sup> NGF/ 23 /16

January 06, 2016

**62<sup>ND</sup> NATIONAL GARMENT FAIR**  
27<sup>th</sup> & 28<sup>th</sup> January 2016  
Bombay Exhibition Centre,  
NSE Complex, Goregaon (East),  
Mumbai 400 063.

**HALL NO. I**

1. **Check-In / Check – Out Procedure**

As a Standard Procedure, all Exhibitors are required to Check-in on the Specific Time as stated below before taking Possession of the Stall.

Date	Time	Stall Nos.
<b><u>CHECK – IN :</u></b>  Tuesday 26 <sup>th</sup> January 2016	10 .00 A.M.	101 – 133 201 – 218
	11 .30 A.M.	301 – 337 401 – 437
	1.00 P.M.	501 – 534 601 – 618
	2.30 P.M.	701 – 734 801 – 818
	4.00 P.M.	901 – 934 1001 – 1021
<b><u>CHECK – OUT :</u></b>  Thursday 28 <sup>th</sup> January 2016	8.00 P. M. Onwards	All Stalls

Exhibitors are requested to fill Check – in Form in Triplicate (Copy Enclosed) on their Letterheads and present the same at the Check - in Desk in Hall No. I.

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**THE CLOTHING MANUFACTURERS ASSOCIATION OF INDIA**

902, Mahalaxmi Chambers, 22 Bhulabhai Desai Road, Mumbai – 400 026  
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## 2. Stalls Decoration

**NO DECORATION WILL BE PERMITTED IN ANY STALL IN THIS FAIR.**

## 3. Exhibitors Badges

**Entry Procedure into Exhibition Venue at Bombay Exhibition Centre, NSE Complex, Goregaon (East), Mumbai 400 063 (Code of Security comes into effect from 27<sup>th</sup> January 2016 onwards)**

All Exhibitors are requested to send Passport size Photos of their Staff immediately to CMAI's Office **BUT NOT LATER THAN 16<sup>th</sup> Jan 2016.**

The Eligibility for Number of Badges as per the Stall Area is given below:

<b>Area ( Sq. Mtrs.)</b>	<b>Number of Badges</b>
<b>12</b>	<b>4</b>
<b>15 / 16 / 18</b>	<b>6</b>
<b>24 / 30</b>	<b>8</b>
<b>32 / 35</b>	<b>10</b>
<b>42 / 48</b>	<b>12</b>

**PLEASE NOTE THAT NO BADGES WILL BE MADE AT THE EXHIBITION VENUE.**

All the Exhibitors are requested to Co-Operate with the Association to ensure that the Exhibitor Badges are handed over to them at the time of Check-In on 26<sup>th</sup> January 2016.

Any misuse of the Exhibitors Badges will result in Confiscation of the same.

## 4. Exhibitors Car Parking Sticker

Due to limited Car Parking Space available at the Exhibition Venue, each Exhibitor will be allotted 1 (One) Car Parking Sticker.

Exhibitors are requested to Display their Car Parking Sticker prominently on the Car and Park their Vehicle at the Designated Parking Area for Exhibitors.

Exhibitors Car Parking Sticker will be handed over to the Exhibitor at the time of Check in.

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**5. Stall Amenities**

Exhibitors will be provided with the following Amenities in their Stall. Exhibitors are requested to handle the Amenities provided in the Stall with due care and will be liable to pay for any Missing / Damaged Amenities directly to the Stall Contractor.

<b>Area (Sq. Mtr)</b>	<b>Tables</b>	<b>Chairs</b>	<b>Power Sockets</b>	<b>Spot Lights</b>	<b>Wastepaper Basket</b>
<b>12</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>1</b>
<b>15 / 16 / 18</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>1</b>
<b>24 / 30</b>	<b>4</b>	<b>8</b>	<b>2</b>	<b>8</b>	<b>1</b>
<b>32 / 35</b>	<b>4</b>	<b>8</b>	<b>2</b>	<b>9</b>	<b>1</b>
<b>42 / 48</b>	<b>6</b>	<b>12</b>	<b>3</b>	<b>12</b>	<b>2</b>

**6. Power Supply & Electrical Requirements**

Exhibitors will be provided with the Electrical supply (up to stipulated Maximum Load) as stated below:

<b>Stall Area ( Sq. Mtr.)</b>	<b>Basic Entitlement for the Stall (Watts)</b>
<b>12 / 15 / 16 / 18</b>	<b>800</b>
<b>24 / 30 / 32 / 35</b>	<b>1500</b>
<b>42 / 48</b>	<b>2000</b>

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## 7. Additional Fixtures

We request all Exhibitors to book their Additional Fixtures **WELL IN ADVANCE** to avoid disappointment at the last moment.

Following are the Rates approved by the Association for Additional Fixtures. All Exhibitors must book their Additional Fixtures directly with M/s. RMB Event Management Pvt. Ltd.

The Name and Contact Number of the Concerned Person is given below.

<b>REQUIREMENT FOR ADDITIONAL FIXTURES AT THE 62<sup>ND</sup> NATIONAL GARMENT FAIR 27<sup>th</sup> &amp; 28<sup>th</sup> January 2016 Bombay Exhibition Centre, NSE Complex Goregaon (East), Mumbai 400 063.</b>		
<b>Sr. No.</b>	<b>Item Description</b>	<b>Cost per Unit</b>
1	Desk Table 1000 L x 500 W x 750 H ( mm )	Rs. 750.00
2	Cushion Chair	Rs. 300.00
3	Glass Round Table – 900 Dia ( mm )	Rs. 900.00
4	Lockable Cabinet	Rs. 900.00
5	Literature Rack	Rs. 900.00
6	Single Wall Panel / Lockable Door	Rs. 800.00
7	Wooden Shelf	Rs. 300.00
8	Glass Shelf	Rs. 300.00
9	Cfl Light	Rs. 550.00
10	Cfl Fitting	Rs. 150.00
11	Cfl Bulb	Rs. 400.00
12	5 / 15 Amp / 230 V Single Phase 50 hz	Rs. 250.00
13	Metal Halide ( 150 w )	Rs. 750.00
<b>Please Note</b>		
( a )	Above Items are on Rental Basis Only.	
( b )	The above Rates are excluding of 14.50% Service Tax & 1.50% VAT	
<b>For Any Additional Fixtures, Please Contact: Mr. Vipul Panchal, Mobile No. 9322905318 e-mail : vipul@rmbevent.com</b>		

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## 8. Additional Electrical Fittings

We request all Exhibitors to book their Additional Electrical Fittings **WELL IN ADVANCE** to avoid disappointment at the last movement.

Following are Rates approved by the Association for additional Electrical Fittings. All exhibitors must book their additional Electrical Fittings directly with M/s. Navrang Electricals.

The Name and Contact Number of the Concerned Person are given below :

<b>REQUIREMENT FOR ADDITIONAL ELECTRICAL FITTINGS AT THE 62<sup>ND</sup> NATIONAL GARMENT FAIR 27<sup>th</sup> &amp; 28<sup>th</sup> January 2016 Bombay Exhibition Centre, NSE Complex Goregaon (East), Mumbai 400 063.</b>		
<b>Sr. No.</b>	<b>Item Description</b>	<b>Cost per Unit in INR</b>
1.	150 Watts Metal Halide (Round Fitting with Separate Ballast Unit)	Rs. 750.00
2.	150 Watts Metal Halide (Square Fitting in-build Ballast Unit)	Rs. 850.00
3.	400 Watts Metal Halide (Square Fitting in-build Ballast Unit)	Rs.1100.00
<b><u>Please Note</u></b>		
(a)	Above items are on Rental Basis Only.	
(b)	The above Rates are excluding of 14.50% Service Tax & 1.50% VAT	
<b>For Any Additional Electrical Fixtures, Please Contact : Mr. Sagar Walavalkar on 9820481111 Mr. Ekanath Parab on 9820208400</b>		

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**9. List of Display System Agencies**

Exhibitors can book Display Systems from any of the following Agencies :

<b>Sr.No.</b>	<b>Company</b>	<b>Contact Person</b>	<b>Phone Numbers</b>
<b>1</b>	<b>M/s. Artistic Display</b> Arondekar Bhavan Society Road Jogeshwari (East) Mumbai 400 060.	Mrs. Shaila M. Rao	Tel : 28248761 28223032  Mobile : 9820128580
<b>2</b>	<b>M/s. Anu's Display</b> 14 <sup>th</sup> Aanad Niwas, 2 <sup>nd</sup> Floor, Ahimsa Marg, 14 <sup>th</sup> - A Road Khar ( West) Mumbai – 400 052	Ms. Anupama Khanna	   Mobile : 9821341728
<b>3</b>	<b>M/s. Display Studio</b> 222, Parekh Market Kennedy Bridge Opera House Mumbai 400 004	Mr. Naveen Khanna Mr. Sanjay Khanna	Tel : 66344658 23852794 23889466 Mobile : 9820764586 9820216474
<b>4</b>	<b>M/s. Shree Sai Events &amp; More</b> 215, Ashok Nagar, cama Estate, Goregaon (East), Mumbai 400 063	Mr. Nitin Govardhankar	Mobile : 982121919 9773333143

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#### 10. List of Mannequin Agencies

Exhibitors can book Mannequins from any of the following Agencies

Sr.No.	Company	Contact Person	Phone Numbers
1	<b>M/s. Display Studio</b> 222, Parekh Market Kennedy Bridge Opera House Mumbai 400 004.	Mr. Naveen Khanna Mr. Sanjay Khanna	Tel : 66344658 23852794 Mobile : 9820764586 9820216474
2	<b>M/s. Gauri Mannequins Ent.</b> Bhagat Sing Nagar No. 3, Goregaon Bus Depot, LinkRoad, Goregaon (West) Mumbai 400 104	Mr. Nitin Sawant	Tel : 28769593 28775477 Mobile : 9224211211
3	<b>M/s. Global Display Solution</b> B-48 /192, Siddharth Nagar, Road No:8, Opp: Sahara Studio Goregaon ( West ) Mumbai – 400 104.	Mr. Lokesh Shah	Mobile : 9820973595 9869019075
4	<b>M/s. Japan Mannequin Co.</b> Unit No. 437, A / 2, Shah & Nahar Ind. Estate, Lower Parel, Mumbai 400 013	Mr. Deepak Wadhvani	Tel : 24945112
5	<b>M/s. Salve Mannequins Co.</b> Shop No.5, Yaseen Chawl Ganesh Peth, Haruyali Village, Vikhroli (East) Mumbai 400 083.	Mr. Ramesh M. Salve	Tel : 24364412 Mobile : 9920309599 9820309599

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### 11. List of Hostess / Ushers Agencies

Exhibitors can book Hostesses / Ushers from any of the following Agencies:

Sr.No.	Company	Contact Person	Phone Numbers
1	<b>M/s. Leo</b> 38 / 48, Gate No. 6, NCC Malwani, Malad (West), Mumbai 400 095	Ms. Farah Shaikh	Mobile: 9967764731
2	<b>M/s. Rays Marketing Agency</b> Om Shanti Tower, 703, B Wing, Shanti Park, M T N L Road, Opp. D C Bank, Mira Road (East), Mumbai 401 107	Ms. Sangeeta Sharma	Mobile: 9892165400
3	<b>M/s. Shree Sai Events &amp; More</b> 215, Ashok Nagar, Cama Estate, Goregaon (East), Mumbai 400 063	Mr. Nitin Govardhankar	Mobile: 9821271919 9773333143

It is strongly recommended that any of the items mentioned above should be Booked well in advance to avoid last minute disappointment due to non-availability of the same.

### 12. Insurance

The Organizers will not be responsible for the Insurance Coverage of all Articles of any kind brought by the Exhibitor to the Fair. Exhibitors are advised to arrange for full Insurance Coverage during transit (both ways) as well as during the days of the Exhibition. Each Exhibitor must have, at all the time, valid and adequate Insurance Cover against Theft, Fire, Public Liability, Damages to Property, Personal Injury, Third Party Loss, Accident, Natural Calamities, Act of God and such other risks normally insured against by the Exhibitors and / or the Organizer may require, Insurance against may be contacted further for advise.

### 13. First Aid

Basic First Aid facilities will be provided in the Fair Area at the Venue. An Ambulance will also be available at the Venue in case of Emergency.

Thanking you,

Yours faithfully,

**P. Chandrasekharan**  
**Secretary**

Encl : Check – in / Check – out Form





January 26, 2016

**The Secretary**  
**The Clothing Manufacturers Association of India**  
902, Mahalaxmi Chambers,  
22, Bhulabhai Desai Road,  
Mumbai 400 026.

**CHECK – IN / CHECK – OUT**  
**(TO BE SUBMITTED IN TRIPLICATE ON COMPANY'S LETTERHEAD)**

Name of the Company: \_\_\_\_\_

Authorized Person: \_\_\_\_\_ Stall No/s: \_\_\_\_\_

We hereby confirm that we have been provided with all Furniture / Amenities in our stall at the time of taking possession of the same.

**We hereby undertake that we will be responsible for any Missing / Damaged Furniture / Amenities, if found at the time of Check-out.**

Signature of Partner / Proprietor / Director: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
**RMB Event Management Pvt. Ltd.**

**Important Note**

1. In case of any Shortfall / Damage to the Furniture / Amenities at the time of taking possession of the Stall, the Exhibitor is requested to bring it to the Notice of RMB Event Management Pvt. Ltd. or the Association for replacement of the same.
2. Exhibits / Material / Furniture should be moved out in One Lot as Multiple Gate Passes will not be issued.
3. **Check-out Procedure will only start at 8.00 P.M. on 28<sup>th</sup> January 2016.**

**PLEASE RETAIN TWO COPIES OF THIS FORM WITH YOU AND SUBMIT THE SAME AT THE CHECK-OUT DESK AFTER OBTAINING CLEARANCE FROM RMB EVENT MANAGEMENT PVT. LTD.**