



Circular No : 61ST NGF/ 05 / 2015

May 29, 2015

61ST NATIONAL GARMENT FAIR
29TH June – 1ST July 2015
Bombay Exhibition Centre, NSE Complex, Goregaon (East), Mumbai 400 063.

HALL NO. V

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.
<u>CHECK – IN :</u> Sunday 28th June 2015	10 .00 A.M.	701 – 738
	11 .30 A.M.	801 – 835
	1.00 P.M.	901 – 938
	2.30 P.M.	1001 – 1035
	4.00 P.M.	1108 – 1159
	5.30 P.M.	1209 – 1233
<u>CHECK – OUT :</u> Wednesday 1st July 2015	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 Counter in Hall No. V.

Contd....2



THE CLOTHING MANUFACTURERS ASSOCIATION OF INDIA

902, Mahalaxmi Chambers, 22 Bhulabhai Desai Road, Mumbai – 400 026
Tel : +22-2353 8245, 2353 8986, 2352 5168 • Fax : +22-2351 5908
Email : cmai@hathway.com, cmai@vsnl.com • Website : www.cmai.in
Bengaluru • Delhi • Pune



.....2.....

2. Booth Construction

All Exhibitors who have booked their Stalls in Size 40, 42, 48 Sq. Mtrs will only be allotted Bare Space for Construction of their Stalls from 25th June 2015 from 11.00 A.M. onwards.

Construction of Stalls must be Completed by 5:00 P.M. on 28th June 2015 and Dismantling of Stalls will only be Permitted after 10.00 P.M on 1st July 2015.

Exhibitors are requested to use the Services of Stall Designers / Contractors Empanelled with the Association.

In case you wish to use your own Stall Designer / Contractor, please ensure that they get themselves Empanelled with the Association.

Please note that Stall Designers / Contractors who are not Empanelled with the Association will not be Permitted to carry out any Work in the Exhibition Area.

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 29th June 2015 onwards)

In view of the Overwhelming response received for Participation in the 61st National Garment Fair, all Exhibitors are requested to send Passport size Photos of their Staff immediately to CMAI's Office **BUT NOT LATER THAN 30th May 2015.**

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

Area (Sq. Mtrs.)	Number of Badges
12	4
15 / 16	6
24 / 28	8
35	10
42 / 48	12

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 28th June 2015.

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

Contd.....3



.....3.....

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

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

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.

Area (Sq. Mtr)	Table	Chairs	Power Socket	Spot Light	Wastepaper Basket
12	1	2	1	4	1
15 / 16	2	4	1	5	1
24 / 28	4	8	2	8	1
35	4	8	2	9	1

6. Power Supply & Electrical Requirements

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

Stall Area (Sq. Mtr.)	Basic Entitlement for the Stall (Watts)
12 / 15 / 16	800
24 / 28	1500
35	2000
42 / 48	3000

Contd.....4

.....4.....

7. Additional Fixtures

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

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.

REQUIREMENT FOR ADDITIONAL FIXTURES AT THE 61ST NATIONAL GARMENT FAIR 29th June – 1st July 2015 Bombay Exhibition Centre, NSE Complex Goregaon (East), Mumbai 400 063.		
Sr. No.	Item Description	Cost per Unit
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
<u>Please Note</u>		
(a)	Above Items are on Rental Basis Only.	
(b)	The above Rates are excluding of 14% Service Tax & 1.5% VAT	
For Any Additional Fixtures, Please Contact: Mr. Vipul Panchal, Mobile No. 9322905318 e-mail : vipul@rmbevent.com		

Contd.....5



.....5.....

8. Additional Electrical Fittings

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

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 :

REQUIREMENT FOR ADDITIONAL ELECTRICAL FITTINGS AT THE 61ST NATIONAL GARMENT FAIR 29th June – 1st July 2015 Bombay Exhibition Centre, NSE Complex Goregaon (East), Mumbai 400 063.		
Sr. No.	Item Description	Cost per Unit in INR
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
<u>Please Note</u>		
(a)	Above items are on Rental Basis Only.	
(b)	The above Rates are excluding of 14% Service Tax & 1.5% VAT	
For Any Additional Electrical Fixtures, Please Contact : Mr. Sagar Walavalkar on 9820481111 Mr. Ekanath Parab on 9820208400		

Contd.....6

.....6.....

9. List of Display System Agencies

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

Sr.No.	Company	Contact Person	Tel Numbers
1	M/s. Artistic Display Arondekar Bhavan Society Road Jogeshwari (East) Mumbai 400 060.	Mrs. Shaila M. Rao	Tel : 28248761 28223032 Mobile : 9820128580
2	M/s. Anu's Display 14 th Aanad Niwas, 2 nd Floor, Ahimsa Marg, 14 th - A Road Khar (West) Mumbai – 400 052	Ms. Anupama Khanna	 Mobile : 9821341728
3	M/s. Display Studio 222, Parekh Market Kennedy Bridge Opera House Mumbai 400 004	Mr. Naveen Khanna Mr. Sanjay Khanna	Tel : 66344658 23852794 23889466 Mobile : 9820764586 9820216474
4	M/s. Shree Sai Events & More 215, Ashok Nagar, cama Estate, Goregaon (East), Mumbai 400 063	Mr. Nitin Govardhankar	Mobile : 9821271919 9773333143

Contd.... 7

.....7.....

10. List of Mannequin Agencies

Exhibitors can book Mannequins from any of the following Agencies

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

11. List of Hostess / Ushers Agencies

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

Sr.No.	Company	Contact Person	Tel Numbers
1	M/s. Leo 38 / 48, Gate No. 6, NCC Malwani, Malad (West), Mumbai 400 095	Ms. Farah Shaikh	Mobile: 9967764731
2	M/s. Rays Marketing Agency 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	M/s. Shree Sai Events & More 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.

Contd.....8



.....8.....

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



June 28, 2015

The Secretary
The Clothing Manufacturers Association of India
313, Adhyaru Industrial Estate
Sun Mill Compound, Lower Parel
Mumbai 400 013.

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 1st July 2015.**

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