



# EXPORT PROMOTION COUNCIL FOR HANDICRAFTS

EPCH HOUSE, POCKET 6 & 7, SECTOR 'C', LOCAL SHOPPING CENTRE, VASANT KUNJ, NEW DELHI-110070

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EPCH-4/1(38)/2019-INDEX-UAE

04/06/2019

To,  
All Member(s),

**SUBJECT: EPCH PARTICIPATION IN "INDEX 2019" TO BE HELD FROM 17-19 SEPTEMBER 2019 AT DUBAI WORLD TRADE CENTRE, DUBAI [UAE]**

Sir/Madam,

INDEX Dubai International Fair 2019 will be the 30<sup>th</sup> edition of Middle East and North Africa's largest and most diverse international design exhibition with biggest international names in the interior furnishings. EPCH has been participating in Index International Fair since 2014. During Index Dubai 2018 edition, 566 exhibitors showcased their exclusive designs in 7 major product sectors. The fair was visited by 27488 trade visitors consisting of architects, interior designers, retailers and procurement professionals with interior furniture and furnishings suppliers from 91 countries. The forthcoming Index Fair will be organized from 17-19 September 2019 at Dubai World Trade Center DWTC.

## PRODUCT SECTORS

**ACCESSORIES, DÉCOR & HOMEWARES, ARCHITECTURE, DESIGN & FIT-OUT, CABINERS, CLOSET & STORAGE, FURNITURE & FURNISHINGS, RETAIL & FIR-OUT INTERIORS, LIGHTING & TECHNOLOGY, TEXTILES.**

### SUBSIDISED PARTICIPATION CHARGES UNDER MAI SCHEME OF MINISTRY OF COMMERCE & INDUSTRY

- The cost of 9 sqm booth is **Rs.3,24,000/-** before MAI support @ **Rs.36,000- per sqm.**
- MAI grant has been approved by MOC&I, Govt. of India. MAI Grant will be available to eligible applicants as per MAI grant-in-aid terms & condition and the subsidy of **Rs.1,60,000/-** shall be reimbursed after successful participation.
- Therefore, applicants will be asked to deposit Rs. 3,24,000/- for booking a 9 sq. mtr. standard built-up booth prior to their participation.
- Two side open stands will bear additional 10% amount of the total cost of booth **Rs.3,24,000/-**.
- Eligible exhibitors will get air fare reimbursement upto the maximum ceiling limit of Rs.70,000/- as per MAI guidelines upon submission of their claims.
- A 9 sqm built-up booth will be equipped with Carpet, 1 wooden Top Round Table, 3 chairs, 12 wooden shelves, 1 power socket of 15 amp, 1 waste basket and 04 spot lights.
- Participants have to make their own expenses towards Travel, hotel accommodation, Shipment/Clearing, Customs Duties of exhibits, visa etc.
- The Council / organizer reserve the right to select the participants.
- The Council may issue visa recommendation letter in favour of member organisation (Proprietor / Partners/ Directors / Chief Executive /senior level officer maximum two only) EPCH shall not be liable in case of visa is not granted by the concerned Embassy. Participant have no right to claim refund if visa not granted.

Interested members are requested to submit their duly filled application form in the prescribed format (enclosed herewith) along with Rs.2,00,000 [Rs.Two Lakh only] by way of NEFT/RTGS/demand draft drawn in favour of the Export Promotion Council for Handicrafts at New Delhi latest 30<sup>TH</sup> June, 2019. Withdrawal by participants after selection the amount deposited will be treated as forfeited. For further details please contact on Tel.:26135256 Ext.121.

Thanking you

Yours sincerely,

**(R. K. VERMA)**  
Director

**\*\*\* P.S.:** In regard to participation in fairs / exhibitions abroad, Ministry of Commerce & Industry have issued fresh guidelines for the beneficiary under MAI scheme stating that a member can avail grant in aid for maximum of three participations in a particular trade fairs / exhibitions. Members who have availed MAI assistance three times (including past cases) for particular fairs / exhibitions thereafter member have to participate in that fair on their own cost. Further, MAI funding support was only be provided to a member for a maximum two MAI events in a year. The above guidelines as such would be adhered strictly and all exporters' members may please note the same, while applying for participation in any fair under MAI scheme for availing grant in aid. However member can participate beyond the prescribed limit of the guidelines on their own expenditure under the umbrella of the EPCH.

Encl. Application Form along with terms and conditions.

**APPLICATION FORM**

**"INDEX 2019" TO BE HELD FROM 17-19 SEPTEMBER, 2019**

1	Name & Address of The Organization					
2	Telephone	City code- 9 1 -				
3	FAX	City code- 9 1				
4	MOBILE NO.	9 1 -				
5	Email					
6	Website					
7	A. SIZE OF STAND	9 SQM <input type="checkbox"/>				
	B. SIDE PREFERANCE	ONE SIDE <input type="checkbox"/> TWO SIDE <input type="checkbox"/>				
8	MEMBERSHIP NO.	EPCH/MEM/				
9	RENEWAL FEE PAID -2018-2019	YES <input type="checkbox"/> NO <input type="checkbox"/>				
10	Status of the Company	<input type="checkbox"/> Private Limited <input type="checkbox"/> Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> State / Central Govt. Organization				
11	PAN No.					
12	CIN No.					
13	IEC Number					
14	GST NO. IS COMPULSORY					
15	AADHAAR CARD NO.					
16	NAME OF PROPRIETOR / PARTNERS /DIRECTORS [DIRECTOR IN CASE OF LTD / PVT.LTD COMPANY] ALSO WRITE DIN NO.	NAME	DIN NO.IN CASE OF LTD/ PVT. LTD COMPANY			
17	<ul style="list-style-type: none"> <li>Name &amp; Designation of the Person who is / are Traveling for the Event.</li> <li>Please enclose the 1<sup>st</sup>&amp; last page of passport for visa purpose.</li> </ul>	Name of person	Designation	Passport No.	Date of Issue	Date of Expiry
<b>PRODUCTS TO BE DISPLAYED</b> [ NAME OF PRODUCTS]		LIST OF HS CODE IS ENCLOSED** HS CODE [IT IS MANDATORY]				
<b>AMOUNTS IN RS [LAKH]</b>						
18	Export Performance of Handicrafts Items only	2016-2017	2017-2018	2018-2019		
HAVE YOU PARTICIAPTED EARLIER IN ABOVE FAIR YES / NO [ IF YES] PELASE TICK]		2015 <input type="checkbox"/>	2016 <input type="checkbox"/>	2017 <input type="checkbox"/>	2018 <input type="checkbox"/>	

**GENERAL EXHIBITOR RULES**

<b>1</b>	<p><b>SPACE BOOKING:</b></p> <ul style="list-style-type: none"> <li>• Participation application should be in prescribed format and be submitted within the prescribed date for booking of space.</li> <li>• Submission of application to EPCH does not automatically confer a right for allotment of space.</li> <li>• Approval of application for space will rest with EPCH.</li> <li>• The space allotted to the approved participants is to be exclusively used by them for display of their exhibits as approved by EPCH. Subletting of space is not permissible. Violation of this clause may lead to cancellation of space allotted, forfeiting of space charges, security deposit etc., paid to EPCH and debarring the participation from the future participation in EPCH.</li> </ul>
<b>2</b>	<p><b>ALLOTMENT OF SPACE TO THE PARTICIPANTS:</b> EPCH reserves the right to select the participants.</p>
<b>3</b>	<p><b>WITHDRAWAL &amp; REFUND OF PARTICIPATION FEE:</b></p> <ul style="list-style-type: none"> <li>• Members may please note that after allotment of booth, withdrawal will not be allowed and the amount deposited along with application will be forfeited.</li> </ul> <p><b>However, Part-Refund of participation fee will be considered in case where:</b></p> <ul style="list-style-type: none"> <li>• The participant after approval withdraws from the participation but space is subsequently let out to some other Participant who pays for the space. In such cases the first party can be allowed the refund after deducting 10% of the total amount payable.</li> <li>• There is a change in the venue and date of an event, Non-availability of space, Rejection of application in the event of cancellation of participation due to unforeseen circumstances.</li> </ul>
<b>4</b>	<p><b>VISA</b></p> <p>The Council will provide necessary assistance by way of issuance of recommendation letter to the concerned Mission for obtaining visa. Recommendation letter will be issued only in favour of the Chief Executive / Director / Proprietor / Senior Officer of the company. Since EPCH, on behalf of the participating company, has already committed for certain financial bindings by booking of space, construction/decoration of stand, catalogue entry, general publicity support etc., it will not be possible to consider any refund on account of denial of visa/delay in receipt of visa</p>
<b>5</b>	<p><b>GENERAL:</b></p> <ul style="list-style-type: none"> <li>• Only goods of Indian origin will be allowed for display at India Pavilion.</li> <li>• In case representative of the participants will not report at booth during the show. EPCH reserve its right to obtain reason from participants for NO SHOW. In case EPCH is not satisfied with clarification of participants EPCH may initiate the necessary action against such participants.</li> <li>• Participants will not be allowed to remove the exhibits during the show without specific written permission from EPCH or show Organisers.</li> <li>• Participants will be required to furnish complete information in EPCH Feedback form about "Business Generated on the spot" "Expected Business to be generated" and also "Number of Enquiries" etc. on the last day of the fair. Compliance with this rule will be one of the criteria for selection of the participants for future of EPCH programmes.</li> <li>• Participants will adhere to such other regulations as may be prescribed by the country in which the show is held and/or the Fair Organisers</li> <li>• In case of default of any payment due from the participants, EPCH reserves the right to debar them from participation in EPCH's Fair in India &amp; abroad and bring to the notice of appropriate authority.</li> <li>• Participants will make own arrangement for sending their exhibits / handling / clearing of exhibits in India as well as at destination and Council will not have any responsibility towards the same. Please ensure your exhibits should reach at exhibition venue atleast one day before the opening of exhibition.</li> <li>• All expenses for travel to fro, and stay abroad including boarding, lodging, medical treatment, insurance, etc. will be borne by the participants themselves.</li> <li>• In the event of postponement/abandonment/cancellation of the Fair/Exhibition/Show, or in case of exhibits not being displayed due to any reason, EPCH shall be under no liability to compensate expenditure of loss, if any incurred by the participants</li> </ul>

I have read, understood and accept the terms and conditions for participation in the above fair through the Council.

I hereby enclosed the RTGS / Demand Draft No. \_\_\_\_\_ Dated \_\_\_\_\_ for Rs. 2,00,000/- drawn in favour of EXPORT PROMOTION COUNCIL FOR HANDICRAFTS, New Delhi towards my participation in "INDEX 2019" TO BE HELD FROM 17-19 SEPTEMBER, 2019.

<b>BANK DETAILS FOR PAYMENT BY RTGS/NEFT</b>	<p><b>Beneficiary :</b> Export Promotion Council for Handicrafts</p> <p><b>Address :</b> 'EPCH House", Pocket 6 &amp; 7, Sector – C, LSC Vasant Kunj, New Delhi.</p> <p><b>Bank :</b> Oriental Bank of Commerce</p> <p><b>Branch :</b> Mahipalpur, New Delhi</p> <p><b>Current a/c no. :</b> 00291010002970</p> <p><b>RTGS/IFSC Code :</b> ORBC 0100029</p> <p><b>Branch Code :</b> 0029</p>
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Place:

Signature & Stamp : \_\_\_\_\_

Date:

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Encl. 1. RTGS No. / Demand Draft of participation charges

2. Two product photographs

FACT SHEET  
OF  
"INDEX 2019" TO BE HELD FROM 17-19 SEPTEMBER, 2019

NAME OF EXHIBITION	"INDEX 2019" TO BE HELD
FAIR DATE	17-19 SEPTEMBER, 2019
EXHIBITION VENUE	DUBAI WORLD TRADE CENTER
TIMINGS	TUE, 17TH SEPTEMBER 2019 11.00AM TO 8.00PM  WED, 18TH SEPTEMBER 2019 11.00AM TO 8.00PM  THUR, 19TH SEPTEMBER 2019 11.00AM TO 8.00PM
ORGANISER	DMG EVENTS
PRODUCTS ON DISPLAY	ACCESSORIES, DÉCOR & HOMWARES, ARCHITECTURE, DESIGN & FIT-OUT, CABINERS, CLOSET & STORAGE, FURNITURE & FURNISHINGS, RETAIL & FIR-OUT INTERIORS, LIGHTING & TECHNOLOGY, TEXTILES.
EXPECTED TRADE VISITORS	About 27,448 Attendees From 91 Countries
SALE	B2B Show..
SIZE OF STAND	9 SQ.MTR
CHARGES PER SQ.MTR.	<i>RS. 36,073 /- PER SQ.MTR.</i>
LAST DATE FOR SUBMISSION OF APPLICATION	<b>30<sup>th</sup> June 2019</b>