



2<sup>nd</sup> -4<sup>th</sup> September 2025  
IICC- Yashobhoomi, Dwarka, New Delhi

# Exhibitor Manual

**MM ACTIV SCI-TECH COMMUNICATIONS PVT. LTD.**

Delhi Office: 103-104 1st Floor, Rohit House, 3 Tolstoy Marg, New Delhi – 110 001

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E-mail: [semiconindia@mmactiv.com](mailto:semiconindia@mmactiv.com) | Website: [semiconindia.org](http://semiconindia.org)

**Sankalp Singh @ [Sankalp.Singh@mmactiv.com](mailto:Sankalp.Singh@mmactiv.com) Mob:- 7827330755**

Dear Participant,

We are delighted to welcome you to the **SEMICON 2025**, MM ACTIV will do everything possible to make your participation a pleasant business experience.

This Exhibition booklet contains complete details for your assistance. To help us serve you better, you are requested to complete the enclosed **forms** carefully and **return them** to us by the specified dates.

**Exhibitor Badges** will be provided at the time of taking possession of the stand and in order to have a disciplined look, please advise your personnel to wear the same at the Venue. This is important in view of the security arrangements.

An indemnity form has to be filled up and a printout of the same with the seal of the organization has to be sent to the secretariat. The Exhibitor Directory Form and the name of the Exhibitor Personnel should be emailed to the secretariat by **1st August 2025**

To ensure your participation is well organized, we suggest you nominate an Exhibition Coordinator who will coordinate all the activities related to your participation with us.

For further details please write to **Mr. Sankalp Singh, +91 7827330755**,  
[Sankalp.Singh@mmactiv.com](mailto:Sankalp.Singh@mmactiv.com)

With best regards,

**MM ACTIV Sci-Tech Communications Pvt. Ltd.**  
**SEMICON India**

## Welcome to Delhi: The Capital of India

**Delhi** is the capital city of India and is regarded as the heart of the nation. The National Capital Region (NCR) is a central planning region centred upon the National Capital Territory in India. New Delhi was established in 1911. It is a small part of old Delhi. After its establishment, New Delhi was inaugurated in the year 1931. The total area of New Delhi is 42.7 sq. km (16.5 sq mi). The population density of New Delhi is 5,900/[sq.km](#) (15,000/sq mi). The city is popular for its **enriched culture and heritage**. New Delhi is the most popular, civilized and modernized city in India. All the important work of the Indian central government is held in Delhi. The municipality lies within the range of the National Capital Territory of Delhi. The New Delhi Municipal Council regulates the administration of New Delhi.

**Semicon 2025** will be hosted at one of the iconic convention centres in the Capital city with state-of-the-art infrastructure that is well connected by all major modes of transport

### LOCATION DETAILS

Yashobhoomi - India's largest Convention and Exhibition Center inaugurated by Hon'ble Prime Minister Shri Narendra Modi. It is Located in Dwarka, New Delhi. The Convention Center is built across more than 73,000 square meters, comprises 15 convention rooms, including the main auditorium and 13 meeting rooms with total capacity of holding 11,000 delegates. The Exhibition Hall can accommodate up to 10,000 exhibitors and is equipped with the latest facilities and amenities. Yashobhoomi offers a mixed purpose tourism experience with the best location and convenient transportation.

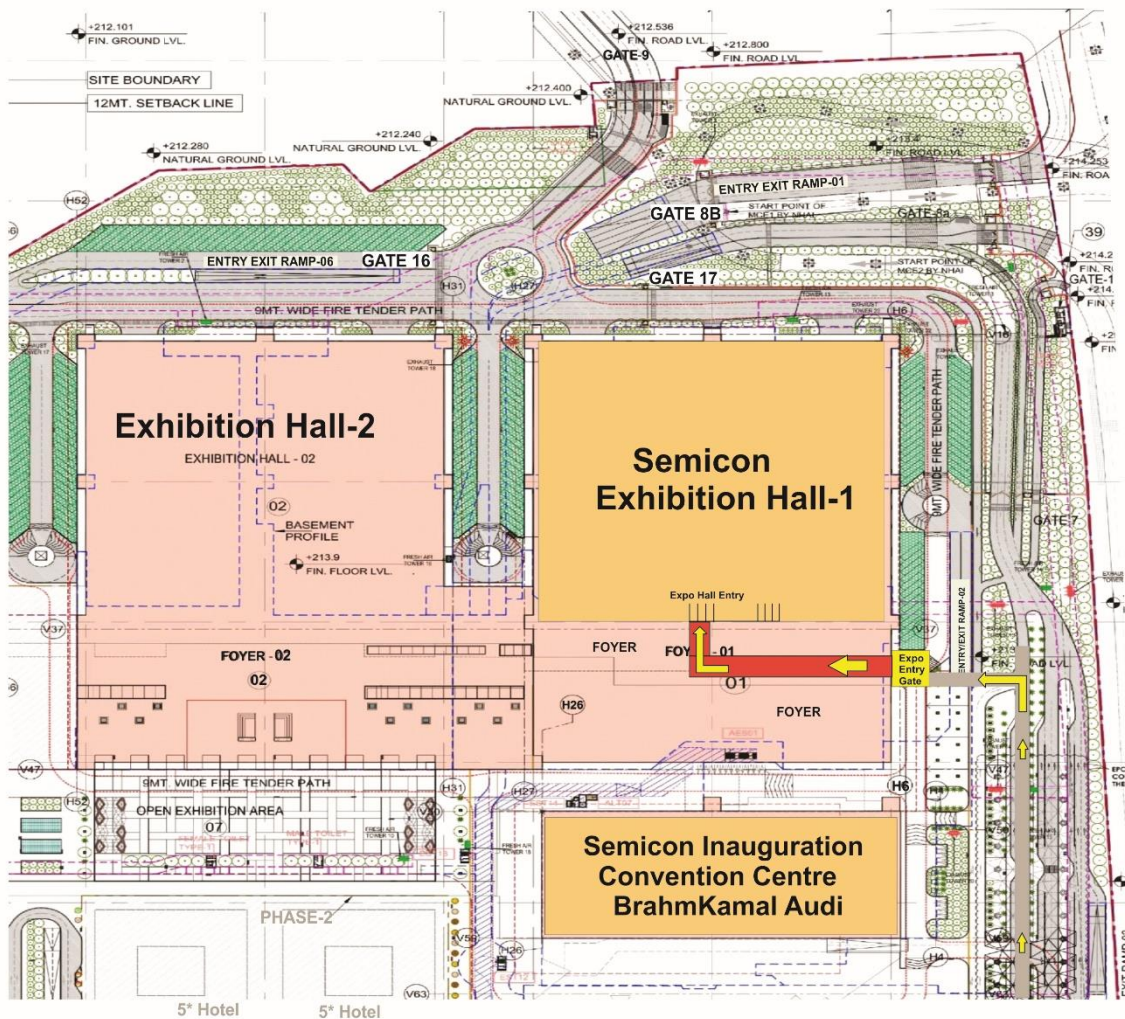
From	Distance (in km)	Approx. Time to reach
Indira Gandhi International Airport Terminal 1D	13.5	24 min
Indira Gandhi International Airport Terminal 2	12.1	24 min
Indira Gandhi International Airport Terminal 3	11.2	22 min
New Delhi Railway Station	24.6	52 min
ISBT Kashmere Gate	27.6	62 min
Aerocity	11.4	21 min

**Venue:** Hall 1

IICC, Yashobhoomi, Dwarka, New Delhi

## Venue Layout

## SEMICON-2025



**Yashobhoomi, IICC, Dwarka, New Delhi**

<https://www.iiccnewdelhi.com/>

**Location :-**

[https://www.google.com/maps/@28.5551778,77.0447538,810m/data=!3m1!1e3!5m1!1e1?entry=tту&\\_ep=EgoyMDI0MTIxMS4wIKXMDS0ASAFAw%3D%3D](https://www.google.com/maps/@28.5551778,77.0447538,810m/data=!3m1!1e3!5m1!1e1?entry=tту&_ep=EgoyMDI0MTIxMS4wIKXMDS0ASAFAw%3D%3D)

## Rules & Regulations

1. The words listed under 'definitions will bear the following reference for the purpose of this event.

### SEMICON INDIA

2. All applications for participation should be made on the Space Application Form and submitted to the Event Managers. Submission of this form will confirm participation and acceptance of rules and regulations. The organizers reserve the right to accept or refuse any application without assigning any reason.
3. Allotment of stands is final only on receipt of 100% payment.
4. Arrangements will be made for providing round-the-clock security. However, the organizers are not responsible for any theft, pilferage, loss, or damage of any material, goods or properties belonging to individual exhibitors at any time before, during or after the exhibition for any reason or cause whatsoever.
5. Insurance of exhibits, against all risks, prior to, during, and after the exhibition should be done by the exhibitors at their own cost. The Organizers/Event Partners/Event Managers will in no way be responsible for any loss or damage.
6. Should any exhibitor decide to withdraw from participation in the exhibition, the decision as to the refund rests entirely with the Event Manager at their sole discretion.
7. If due to Force Majeure or other unavoidable circumstances, the organizers are forced to cancel the exhibition, the exhibitor will not be entitled to claim damages or compensation of any kind other than a refund of space contribution. The organizers reserve the right to reschedule the event in the interest of the exhibition.
8. **In the case of a pavilion plot, only 50% of the total area booked will be permitted for construction up to a height of 3 meters (10/12 ft.)** To avoid interference with the display of other Exhibitors. It should be ensured that the visibility of other stalls is not blocked. And in case of bare space allotted on either side of the hanger then the back wall cannot be higher than 8 ft.



## 9. ELECTRICITY & POWER CONNECT AND CONSUMPTION

Available at 230 V Single Phase and 400V three Phase, A.C. 50 Cycles. While general lighting in the hall and the booth is free of cost, Exhibitors would be required to pay electricity consumption charges for additional connected load for the demonstration of machinery and equipment at the rate specified in the exhibitor manual. The Exhibitors booking Indoor Raw Space will have to give their exact requirement of connected load in KW, in advance by **1st August 2025**.

The Organisers will provide electricity at a suitable point in the stand. Internal distribution to the machinery/equipment will have to be arranged by the Exhibitors' electrical contractor at their own cost, keeping in mind the electricity system norms and all possible safety precautions.

Shell stand exhibitors will not be charged extra up to a maximum load of 1 Kw single phase per 9 sq. mtrs stand. Those who require additional power will have to pay **Rs. 5000 per KW +GST**. Exhibitors opting for Raw space have to pay for electricity/power connection and consumption at the rate of **Rs. 5000 per Kw for during the show**

## 10. ELECTRICAL SERVICES

### IMPORTANT POINTS REMEMBER:

- Electrical charges: Rs. 5000/ per kw + GST, Single or Three-phase for Event
- Temporary Charges: Rs. 5000/- +GST for 2 days for only fabricating the stall
- Exhibitors opting for indoor and raw space has to apply for a power connection.
- Regular electricity will be provided from 2nd September 2025 after 9:00 AM
- Exhibitors opting for a Shell stand are entitled to a single phase 1 Kw per 9 sq. mtr Inclusive of stall lighting.

## 11. STORAGE OF EXHIBITS & EMPTIES

Exhibitors will not be allowed to store any exhibits or empties behind the exhibition stands.

## 12. INSURANCE

Against all ascertainable risks from transportation to display and removal should be done by the Exhibitors at their cost. Organizers will in no way be responsible

## 13. Exhibitor Parking

The Organisers are making arrangements for the Parking of vehicles for exhibitors at the Basement of Yashobhoomi, IICC, that will be chargeable by venue

## 14. Booth Building:

- Prohibited from using paint for marking. Marking shall be done with masking tape only.
- Compulsory to lay the used Carpet before unloading the stand material and construction of the stand. Venue floors need to be protected while doing painting, fabrication and other jobs.
- It is mandatory to get prefabricated stands on site. Carpentry, cutting & sawing inside the exhibition halls is prohibited.
- Use of LPG, Welding and other Fuels, Spray Painting, Nitrate Paints, Lacquers, grinding, Varnishing, & Buffing is strictly prohibited.
- Nailing, Drilling, & Grouting on the venue walls/floor is strictly prohibited; further laying any material or taking support from the walls or pillars is strictly prohibited & will be penalized if found.
- Shoes are compulsory for all during the setup, show and dismantling. It is mandatory to wear appropriate Personal Protective Equipment such as gloves, helmets etc.
- Pasting of Carpet shall be done with double-sided tape only.
- All staff working at a Height of 3 meters or above ground level should wear a rated full-body harness, the same should be anchored to an appropriate anchor point.
- No Open Joints will be allowed; all joints are to terminate in a junction box or electrical panel, and the panel should have individual rated trip switches, ELCB and fuses.
- SMOKING, CHEWING GUM, CONSUMPTION of TOBACCO and ALCOHOL is strictly prohibited in the exhibition venue.
- Storage of Empty and Material inside the exhibition hall and behind the periphery booth is not allowed.

## 15. Compressed Air Requirements

If you require compressed air for your exhibition setup, kindly notify us in advance by 1st August 2025. Charges for compressed air will be: ₹ 31,500 per point + GST Please inform us ahead of time to ensure availability."

## Show Dates & Time

- |                             |  |
|-----------------------------|--|
| <b>A. Show Dates</b>        | <b>: 2<sup>nd</sup> to 4<sup>th</sup> September 2025</b>           |
| <b>B. Inauguration Date</b> | <b>: 2<sup>nd</sup> September 2025</b>                             |
| <b>Time</b>                 | <b>: 10:00 AM (Tentative)</b>                                      |
| <b>Venue</b>                | <b>: Brahmkamal Auditorium, Yashobhoomi,<br/>Dwarka, New Delhi</b> |
| <b>C. Show Timings</b>      | <b>: 2<sup>nd</sup> September 2025-10:00 AM to 06:00 PM</b>        |
|                             | <b>: 3<sup>rd</sup> September 2025-10:00 AM to 06:00 PM</b>        |
|                             | <b>: 4<sup>th</sup> September 2025-10:00 AM to 05:00 PM</b>        |

Only placement of exhibits and Setup will be allowed on 1<sup>st</sup> September 2025 till 7.00 AM. No stand building will be allowed on 1<sup>st</sup> September after 7.00 AM.

**Stands should be kept opening ready on or before 10: 00 AM on 1<sup>st</sup> September 2025. After this time, the venue will be under SPG control, and no work will be allowed on-site.**



## Exhibitor Entitlement

Under the Shell Stand scheme, exhibitors will be provided with synthetic carpet and fascia with standard lettering for the name of the exhibitor, along with the following entitlement:

### FURNITURE/FIXTURES IN BUILT-UP STALLS

- For Shell Stand Stalls with more than 9 sqm area, Utilities will be on a pro-rata basis.
- Exhibitors will be given two Exhibitor passes per 9 sqm of booked area.
- No rebate will be given if the exhibitor decides not to avail of any of the above shell scheme provisions.
- Exhibitors must apply for an electrical/power source at additional cost as required by them over and above the entitlement.

### Ordering Additional Services:

Requirements for additional services can be placed with the contractors at the venue, and the same will be supplied by the contractors on payment. Also, your requirement can be forwarded to the Event Managers by Email only by 1/08/2025

Size	TABLES	CHAIRS	SPOTLIGHTS	DUSTBINS	POWER SOCKETS	COMMON TO ALL
9 sq.m.	One	Two	Three	One	One 5 amp	Two/Three side walls with laminated vinyl infill panels, fascia with company name with vinyl computer cut-out lettering, synthetic carpet
12 - 15 sq.m.	One	Two	Four	One	One 5 amp	
18 - 21 sq.m	Two	Four	Six	Two	Two 5 amp	
24 - 36 sq.m	Two	Four	Eight	Two	Two 5 amp	
40 - 56 sq.m	Three	Six	Ten	Three	Three 5 amp	
60 - 100 sq.m	Four	Eight	Sixteen	Four	Four 5 amp	
120 sq.m.	Eight	Sixteen	Thirty-Two	Eight	Eight 5 amp	



## IMPORTANT INFO ON BOOTH/STAND DESIGN SUBMISSION

### a) DEADLINE FOR SUBMISSION OF DESIGN:

Exhibitors are requested to submit booth/stand design for APPROVAL, on or before 1st August 2025. The design submitted for approval will need elevation with dimensions, 3D artists impression and electrical single line drawing uploaded at <https://portal.semiconindia.org/login> (Online Exhibitor Manual) through Form no 4-Booth Design and Fabricator Details and email it to our technical advisor Mr. **Amit Kumar Upadhyay** at [amit.Upadhyay@mmactiv.com](mailto:amit.Upadhyay@mmactiv.com) and at [semiconindia@mmactiv.com](mailto:semiconindia@mmactiv.com) for Semicon India.

### Design Submission



**1st**

**AUGUST 2025**

### b) PERMISSIBLE HEIGHT LIMIT:

The permitted height of the stand will be no more than 12 ft in height. ( if stall height go above 12 feet then he as to take permission from Structural Permission company.



**1st**

**AUGUST 2025**

**Penalty Rs. 15,000**

### c) AGENCY/FABRICATOR/CONTRACTOR DETAILS:

Exhibitors are required to submit details of the agency / fabricator constructing/fabricating along with the design.

### d) PENALTIES FOR LATE SUBMISSION OF DESIGN FOR APPROVAL:

The deadline for submission of booth design before 1st August 2025 . All submissions beyond 1st August 2025 will attract a late submission one-time **penalty of Rs. 15,000**.

### Power



**1st**

**AUGUST 2025**

### e) APPLICATION FOR POWER:

Exhibitors are required to apply for requisite power for build-up through <https://portal.semiconindia.org/login> before the deadline on or before 1st August 2025

### Possession Schedule



**30th 31st August 2025**

**30th**

**Aug 2025**

**31st**

**Aug 2025**

**Bare Space**

**Shell Space**

**All set up complete by 7.00 AM on 1st September 2025**

**\*For detailed move in schedule refer table below.**

**1st September 2025,** will strictly be a non-working day. Due to VVIP Movement on **2nd September 2025**.

### f) STAND POSSESSION AND MOVE IN SCHEDULE:

#### EARLY MOVE IN ADVANTAGE:

Booths/Stands for Hall Numbers 1, will begin on 30th August 2025 (move-in date for exhibitors in these halls). Bare space will be allowed possession on 30th August 2025 and Shell space will be allowed possession on 31st August 2025. Set up is to be completed in all respects no later than 7.00 AM on 1st September 2025 for Expo hall. **1st September 2025, 10:00 AM onwards will strictly be a non-working day** as the venue will be under SPG control in light of the VVIP delegation of the Indian Government's anticipated participation in the inaugural function.

**PS: Early move-in advantage and setup days are only for this edition.**

## IMPORTANT INFO ON BOOTH/STAND DESIGN SUBMISSION:

### g) SECURITY DEPOSIT:

Refundable security deposit must be paid by the booth/stand contractor on or before 20th August 2025 to access hall in time for build-up schedules. Security deposit details: - INR 30,000/- for booths less than 50sqm and INR 60,000/- for booths more than 50sqm.

**IMPORTANT PLEASE NOTE: Possession will not be allowed until the security deposit via DD payable to MM Activ Sci Tech Communications Pvt.Ltd. as per guidelines is not deposited with MM Activ by the stand contractor/fabricator/Exhibitor.**

### h) STAND COMPLETION DEADLINE AND FORFEITURE:

If the stand contractor/fabricators fail to meet the stand completion deadline of 7:00 am on 1<sup>st</sup> September 2025, the complete security deposit will be forfeited, and this is non-negotiable. No influence by exhibitors will be entertained to return the deposits.

### i) MODE OF PAYMENT OF SECURITY DEPOSIT:

The exhibitor's stand fabricator must provide a DD for the security deposit. No cash or Cheques will be accepted. DD to be in favor of "MM Activ Sci Tech Communications Pvt.Ltd." Payable at Delhi.

**Note: Fabricators will not be allowed to commence booth construction without a security deposit. It is the exhibitors' responsibility to ensure the security deposit is remitted as required.**



#### Deposit



**20** **AUGUST**  
**2025**

**Rs. 30,000** 9 to 50 sqm

**Rs. 60,000** 51 sqm & Above

#### Stand Completion



**1<sup>st</sup>**

**September 7.00**  
**Am**



## MODIFICATION (SHELL TO BARE)

### a) NO CONSESSION / REFUNDS / ADJUSTMENTS:

Exhibitors who wish to modify stands from shell to bare, will still be charged shell space rates.

### b) HEIGHT LIMITS:

Permitted height limit for modifications from shell to bare – backwall limit-No more than 2.5 mtrs in height and fascia & elements no more than 3.5 mtr/12ft in height.

### c) NO CONSIDERATIONS:

Exhibitors choosing to modify from shell to bare will not be provided with carpet & furniture as an offset.

### d) ADDITIONAL POWER:

Exhibitors choosing to modify will mandatorily need to apply for power on setup days through

<https://portal.semiconindia.org/login>

### e) POWER ON SHOW DAYS:


Exhibitors converting from Shell to bare will receive only 1 kw/every 9 sq mtrs of space booked. Any additional power needed will need to be applied via <https://portal.semiconindia.org/login> within the deadlines for power applications.

### f) SECURITY DEPOSIT: Deposit

Refundable security deposit must be paid by the booth/stand MM Activ on or before 20th August 2025 to access hall in time for build-up schedules. Security deposit details: - INR 30,000/- 9 sqm to 50 sqm 60000/- Above 50 sqm

**IMPORTANT PLEASE NOTE: Possession will not be allowed until the security deposit via DD payable to MM Activ as per guidelines is not deposited with MM Activ by the stand contractor/fabricator/exhibitor.**

#### Permitted Height

 **3.5** mtrs

**Backwall 2.5 mtr (8ft) only**

#### Power

 **1st** AUGUST 2025

**Only 1kw every 9sq mtrs**

 **20** AUGUST 2025

**Security Deposit**  
Rs. 30000/ 9sqm to 50 sqm  
Rs. 60000/ Above 50 sqm

## Stall Possession Schedule



Description	Date	Timings
<b>Booth Possession- EH Hall- 1</b>		
Raw (bare) space exhibitors	30th August 2025	10:00 pm – 06:00 pm
Shell scheme exhibitors	31st August 2025	10:00 am – 06:00 pm
<b>Build-up Period (Move-in)- EH Hall- 1</b>		
Move-in of heavy exhibits that need lifting equipment and vehicles inside halls	31st August 2025	12:00 pm – 08:00 pm
Working hours for raw space booth contractors/exhibitors-Hall	30th August 2025	10:00 am –overnight
	1st September 2025	Till 7:00 am
Working hours for shell scheme booth contractors/exhibitors-Hall	31st August 2025	10:00 am –Overnight
	1st September 2025	Till 7:00 am
Exhibitor registration (issuing of badges)	30th August 2025	11:00 am – 06:00 pm
	31st August 2025	10:00 am – 06:00 pm
	1st September 2025	10:00 am – 06:00 pm
	2nd to 3rd September 2025	10:0 am – 04:00 pm
	4th September 2025	10:00am-02:00 pm
Full electricity supply to all exhibitors	2nd September 2024	9:00 am onwards

Deadline for final completion of all booths for contractors/exhibitors 1st September 7: 00 AM

1. No vehicle movement/ entry will be allowed after 08:00 pm on 31st August 2025 in the exhibition halls
2. Booth contractors won't be allowed after 7.00 am on 1st September 2025 in the exhibition hall
3. 1st September 2025 will be strictly kept as " NO WORKING DAY" due to the VIP Movement on 2nd September

### Show days

Exhibitor access to the exhibition	2nd -4th September 2025	9:30 am to 6:00 pm.
Start of aisle cleaning	2nd – 4th September 2025	06:30 to 7:30 pm
Visitor access to the exhibition	2nd – 3rd September 2025	10:00 am – 06:00 pm
	4th September 2025	10:00 am – 05:00 pm



## Stall Dismantling Schedule



Description	Date	Timings
Dismantling -EH Hall- 1		
The power supply to the booths switched off	4 <sup>th</sup> September 2025	06:00 pm
Dismantling electrical installations	4 <sup>th</sup> September 2025	05:00 pm
Move-out hand-carry exhibits only	4 <sup>th</sup> September 2025	04:00 pm – 11:00 pm
Dismantling / move-out of booth / large exhibits, heavy machinery	4 <sup>th</sup> September 2025	05:00 pm –11:59 pm
	5 <sup>th</sup> September 2025	00:01 am – 02:00 pm
Hall to be cleared completely	5 <sup>th</sup> September 2025	04:00 pm

Note: This schedule is up to date at the time of print. Should there be any amendment, we will inform you accordingly.

**EXHIBITOR ENTRY PASS**

**The Security-in-Charge**

**Name of Exhibitor/ Company .....**

Stall No. ....

Please allow entry of \_\_\_\_\_ packages relating to our participation at  
"SEMICON -2025, 2 - 4 September 2025 at Hall 1 - IICC, Yashobhoomi, New Delhi"

**Vehicle Number -**

**Company Name -**

Please allow their vehicles to enter from **Gate no 11** for the event set up for the event.

**NOTE :** Please bring 2 copies of the filled copy of the entry pass.

**Signatories**

**Exhibition Coordinator:**

**MM ACTIV:**

**Security:**

Date:

Date:

Date:

Time:

Time:

Time:

**EXHIBITOR EXIT PASS**

**The Security-in-Charge**

**From: Name of Exhibitor:** .....

**Stand No.** .....

Please allow exit of \_\_\_\_\_ packages brought in by us relating to our participation in "**SEMICON -2025**, 2 – 4 September 2025 at Hall 1 – IICC, Yashobhoomi, New Delhi"

Please allow their vehicles to Exit from **Gate no 9** for the event set up for the event.

**Signatories**

**Exhibition Coordinator:**

**MM ACTIV:**

**Security:**

Date:

Date:

Date:

Time:

Time:

Time:



## TRUCKS & CAR PARKING

### a) Trucks Arriving in between – 30<sup>th</sup> August – 4<sup>th</sup> September 2025

- i. Parking area – Near Gate 11 parking only - trucks arriving at Gate no 11 from IICC- Yashobhoomi and can park their vehicles .Please find the below Google map link. You can share the same with your logistics service provider / truck drivers.
- ii. Google Map Link: <https://shorturl.at/iMQeS>

**Truck**



**Yashobhoomi parking**

**Gate 11**

### b) Exhibitors Car Parking – 30<sup>th</sup> August – 4<sup>th</sup> September 2025 @ P- EXHIBITOR PARKING

- i. Exhibitors can park their vehicles at the designated car parking: Entry via Gate- 8A. basement parking the expo hall

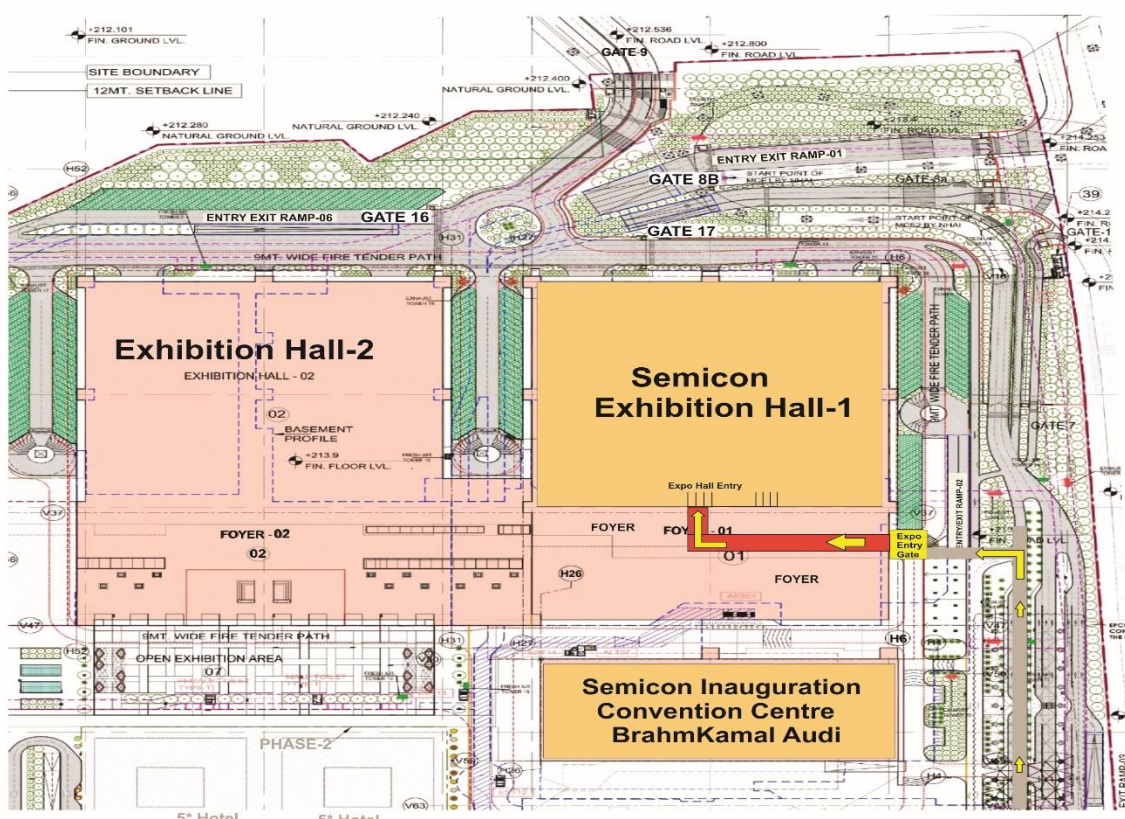
**Car**



**Gate 8 A**

## Venue Layout

## SEMICON-2025



## BOOTH/STAND POSSESSION / MOVE-IN PROCESS:

### MOVE IN/ACCESS PROCESS:

For a hassle-free arrival, entry & installation of exhibits and vehicle movement during SEMICON India

### STAND POSSESSION PRE-REQUISITES:

**Authorization:** Stand builders / fabricators / contractors arriving to take possession to start build-up will be mandatorily required to produce a letter of authorization from the exhibiting company to be allowed access to the halls to unload and start work.

### PAYMENT MANDATES:

Booth/Stand possession will be given to exhibitors/stand fabricators only after 100% payment for space and all other additional services are reflected in our accounts. We request you to ensure that the payments are cleared before your contractor reaches onsite.



### Letter of Authorization



**from the  
Exhibiting  
Company**

### 100% payment



**For Stand  
Possession**



## BOOTH/STAND POSSESSION / MOVE-IN PROCESS:

### ENTRY PROCESS:

- a) Exhibitors, representatives, and contractors authorized with a letter, arriving at IICC with exhibits or stand fabrication materials, are required to park their trucks at the designated truck parking area located near Gate 11. Our executive will be present at Gate 11 to facilitate entry and sign the entry pass. Please bring entry pass for entry to the venue.
- b) Post Truck Parking Procedure After parking at the designated area near Gate 11 or near EH-1 authorized representatives from Semion should proceed to the Exhibitor Registration Area located in the EH Foyer, near Hall 1, for Semicon India. At registration, please present the authorization letter to the organizer and collect: 1. Wristband 2. Stand Possession Certificate/Letter The wristband is mandatory for fabricators and exhibitors to access the hall during setup days. Entry to the hall without a wristband will not be permitted."
- c) Exhibitors should ensure that their booth fabricator are wearing wristband, safety shoes & helmets always during setup & dismantling days. The security appointed from the organisers reserves all the rights to remove the booth fabricators if they fail to follow the guidelines as mentioned above. Onsite safety shoes & helmets will also be made available at the below prices.

### ENTRY PROCEDURE:

1. The Trucks should be parked in the designated parking area
2. You can show the stand possession certificate at gates no 11 and enter inside the venue & go to their respective hall.
3. SC must show the stand possession certificate to the Hall Director/Manager in their respective halls. The Hall Director/Manager will direct exhibitors/stand builders to the designated location of the booth/stand.
4. Trucks Entry/Exit inside the venue will be from gate No: 11.



### Letter of Authorization



from the  
**EXHIBITING  
COMPANY**

### Exhibitor Registration Booth



**For EH Foyer  
Near HALL 1  
Semicon India**

### Booth Fabricators



**During Setup &  
Dismantling Days**

## MANDATORY & SERVICE ORDER DEADLINES

**Both mandatory & service orders need to be filled online.**

**ONLINE ORDERING WINDOW:**

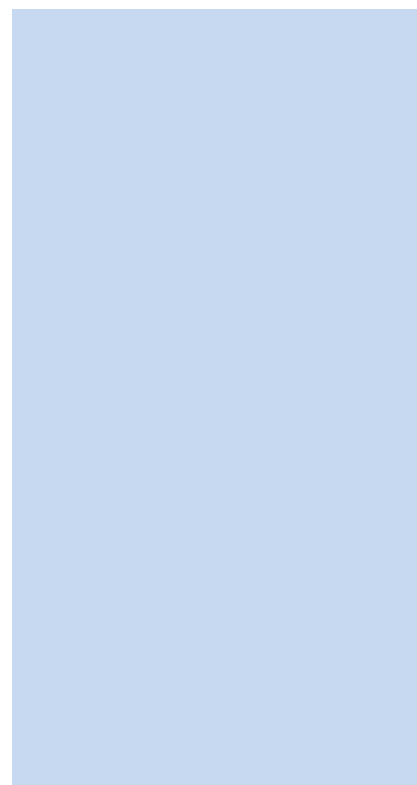
The online order window - Open till: 1st August 2025

**ORDER CONFIRMATION PROCESS:**

All orders are deemed confirmed only after receipt of relevant payments in full. Should 100% of payments not be reflected in our bank within 72 hours from the order date, the order will be auto-cancelled, and exhibitors will again need to reorder with payments. Orders once placed and paid, cannot be canceled and no refunds will be entertained.

**FASCIA CHANGE POLICY:**

Once the fascia name is submitted no changes will be made and the same will be displayed on your booth fascia. For any changes after the submission of the form or onsite during setup days, INR 3000/- for Indian participation and Euro 20/- for international participation will be applicable per change.



## Official Stalls Fabricators

### MMACTIV

#### Vivek Saraf

Lead Design and Fabrication

Mobile: +91 8830790284

Email: [fabrication@mmactiv.com](mailto:fabrication@mmactiv.com)

### Eventually Brand Services Pvt Ltd.

#### Shivani Pondia

Client Servicing Manager

Mobile: +91 8171316555

Email: [Shivani@eventuallypro.com](mailto:Shivani@eventuallypro.com)

### Pavilions & Interiors India Pvt. Ltd

#### Sheeba Khan

Dy. Manager Marketing

Mobile: +91 9310159100

Email: [sheeba.khan@pavilioninteriors.com](mailto:sheeba.khan@pavilioninteriors.com)



#### Mary Mgamlai

Sr. Manager Marketing

Mobile: + 91 7290060789

Email: [mary.ngamlai@pavilioninteriors.com](mailto:mary.ngamlai@pavilioninteriors.com)

### Jain Exposition Pvt.Ltd

#### Shronit Jain

Manager Marketing

Mobile: +91 886025001

Email: [admin@jainexpositions.com](mailto:admin@jainexpositions.com),  
[jainexpo@yahoo.com](mailto:jainexpo@yahoo.com)

### Paras Art Studio

#### Akansha

Client Servicing Manager

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