

# 5<sup>th</sup> Hospitality Fair 2019

23<sup>rd</sup> to 25<sup>th</sup> August 2019  
Changlimithang Parking; Thimphu Bhutan

*Please complete information below Please note that the name and title you give here will be printed on the participants' list.*

## 1. Contact Person Information

Name of Contact Person (Tick Title:  Dr.  Mr.  Ms.  Mrs.) : \_\_\_\_\_

\_\_\_\_\_

Organisation name: \_\_\_\_\_

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

Address: \_\_\_\_\_

Postal/Zip code: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile : \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

## 2. Organization Information

Organisation name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal/Zip code: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Website : \_\_\_\_\_

**FACIA Writing in Block Letters not exceeding 35 characters (including Space word).**

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## 3. Stall Detail

Number of stall you want to Book (Tick)

Stall Type			
1) Stall Size : 3*3M	<input type="checkbox"/> 1 (one)	<input type="checkbox"/> 2 (Two)	<input type="checkbox"/> 3 (Three)
2) Food Court	<input type="checkbox"/> 1 (one)	<input type="checkbox"/> 2 (Two)	<input type="checkbox"/> 3 (Three)

#### 4. Those who want to book more than three stalls (TICK)

1) Stall Size : 3\*3M :  4 (Four)  5 (Five)  6 (Six)  7 (Seven)

## TERMS AND CONDUCTION

1. Extra Item Requirement: In case Exhibitor requires any extra item, other than items provided as a package of space, they will have to place their indent 15 days prior to the date of start of Exhibition. **Full payment is also required to be paid with such indent to Events. HRAB does not take any guarantee to provide extra if same has been ordered at short notice.**
2. Subletting is strictly prohibited.
3. Allotment of space/stall will be on first come first basis.
4. **The full amount of payment should be payable at the time of booking confirmation.**
5. Exhibitor shall ensure that his stall/stand open in view and is stalled by company representatives during the exhibition. **The organizer will not be liable for any losses of exhibits including losses sustained by exhibitors as the result of the action.**
6. Cancellation: If the organizer rejects any application and do not allow space, Payment made by respective exhibitor will be refunded fully.
7. If exhibitors cancel their participation before 60 days of the date of the exhibition, 50% of the charges will be forfeited and the balance will be returned to the exhibitor.
8. If exhibitors cancel their participation before 30 days of the date of the exhibition, 70% of the charges will be forfeited and the balance will be returned to the exhibitor.
9. If exhibitors cancel their participation before 15 days of the date of the exhibition, 100% of the charges will be forfeited by the organizer.
10. Floor Plan will be uploaded on our website or click to download: Floor plan
11. **Every stall will be provided with 2 chairs, 1 table, light, 1 power point, and Dustbin.**
12. Exhibitors are required to strictly comply with and observe all laws and Government Statutory Rules and Regulations according to Hosting country.
13. **Transportation for International participants to and fro goods transportation** (from Phuentsholing border gate to Thimphu ), we will help in arranging the transportation but payment should be borne by participants.
14. **Product Invoice should be provided to HRAB official via mail before 20 days of the date of the exhibition for immigration and customs clearance.**
15. All the Exhibitors are requested to follow the above mention Terms and conditions.

\*For Payment Detail visit [www.hab.org.bt](http://www.hab.org.bt) and you can also download e-brochure of Hospitality Fair from our website.

\*For any clarification please Contact: +975-02-336714/ +975-17878578 or you can mail us at: [infohrab@gmail.com](mailto:infohrab@gmail.com)

Signature with Office Seal

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_