




EXHIBITOR MANUAL

6th - 10th | HICC, HITEX
January 2024 HYDERABAD



 aicog2024.com

 **meety**™



Organised by
**The Obstetrics & Gynaecological
Society of Hyderabad**

Dear Industry Partners,

Greetings from AICOG 2024!

We warmly thank you for supporting the 66th All India Congress of Obstetrics and Gynaecology AICOG 2024 to be held from 6th – 10th January 2024 at HICC & HITECH Hyderabad. As our Exhibition Partner, you are aware we are very close to the scheduled dates of our Mega-Congress. We would like to provide you with the necessary information about the stalls through this Exhibitor Manual.

This will be a great opportunity for you to connect and interact with an array of leading Indian and international experts and key opinion makers to showcase your products and services. The unique design of exhibition areas interspersed with the conference halls will ensure maximum interaction between trade partners and delegates.

Looking forward to seeing you at Hyderabad.

With Regards



Dr S Shantha Kumari

Treasurer FIGO
Imm. Past President FOGSI
President OGSB
Organising Chairperson



Dr Vindhya T

Organising Secretary



Dr Aruna Suman B

Organising Secretary

CONGRESS FACT SHEET

Congress Name

**66TH ALL INDIA CONGRESS OF
OBSTETRICS AND GYNAECOLOGY**

Congress Dates

6 7 8 9 10
JANUARY 2024

Congress Venue



Exhibition Venue



Professional Conference Organiser (PCO)



Official Venue Service Contractor



CONGRESS HIGHLIGHTS

- ❖ Latest Health Care Updates in Obgyn
- ❖ India's Biggest Medical Conference
- ❖ 16 Pre-Congress Workshops
- ❖ More than 1200 National Faculties
- ❖ More than 1200 Abstracts
- ❖ Excellent Social Evenings - showcasing Telangana Cuisine
- ❖ More than 100 International Faculties
- ❖ Concurrent scientific sessions in 10 halls
- ❖ 264 Hours of total academics
- ❖ Orations & Awards
- ❖ Free Paper Presentations

6th JANUARY Saturday	Pre-Congress Workshops (Paid) FOGSI Managing Committee Meeting Managing Committee & Faculty Dinner
7th JANUARY Sunday	Flag Hoisting C G Saraiya CME FOGSI Committee Workshops (Free) Trade Inauguration Opening Ceremony Inaugural Dinner
8th JANUARY Monday	Scientific Program Day 1 DHEERA NO TO VAW Oration FOGSI Amadeus Shreya Oration ICOG C L Jhaveri Symposium Hyderabadi Dawath - Gala Dinner
9th JANUARY Tuesday	Scientific Program Day 2 FOGSI Conference Oration ICOG Convocation Dr Usha Krishna Quiz Banquet (Paid)
10th JANUARY Wednesday	Scientific Program Day 3 FOGSI - MSD Oration FOGSI Prize Winning Talks Closing Ceremony & Awards

EXHIBITION SCHEDULE

Exhibition Date & Time

DATE	TIME
7 th January 2024	09:30 - 17:30 Hours
8 th January 2024	09:30 - 17:30 Hours
9 th January 2024	09:30 - 17:30 Hours
10 th January 2024	09:30 - 14:00 Hours

All exhibitors are requested to complete the setup within the given time. No Workman will be allowed at the exhibition site after 19:00 hrs on 6th January 2024 under any circumstances. If the participants fail to occupy the stall by 09:00 hrs on 7th January 2024 the AICOG 2024 Exhibition Committee reserves the right to allow the vacant stalls to the waiting applicants.



EXHIBITOR **MOVE IN & MOVE OUT**

MOVE-IN & MOVE-OUT	DATE	TIME
❖ Contractor Move-in for Pavilions / Raw Spaces / Special Design stalls in Exhibition Hall	04-01-2024	8:00 AM onwards
❖ Exhibitor Move-in (Shell scheme)	05-01-2024	8:00 AM onwards
❖ Schedule for Fabrication	04-01-2024	8:00 AM onwards
Fabrication work in all aspects for Pavilions/Raw Space/Special Designs & Exhibition Stalls must be finished by 19:00 Hrs on 6th January 2024. Night power supply will be given only on 6th January 2024.		
❖ Exhibition Timings	07-01-2024 10-01-2024	09:30 AM - 5:30 PM
❖ Contractor Move-out / Dismantling for Pavillions or Special designs or Raw Spaces	10-01-2024	2:30 PM - 11:30 PM

**** Permissible Height for Special Design Stalls - 12ft in the center (or fascia) and 8ft for 3 side walls.**

Contractors/Exhibitors are required to clear their booth space of all exhibits or debris before the above time frame failing which penalty charges would be levied. Exhibitors are requested to dump / throw the wastage at a designated garbage area only - failing which penalty would be levied. Exhibitors are advised to work with pre-finished and pre-fabricated materials as far as possible.

Important Information for Raw Space Exhibitors/ Contractor:

Exhibitors planning for a Special Design Stalls are requested to pay Rs.25,000/- (refundable deposit) on or before 25th December 2023. Deposit amount will be refunded on 11th January 2024 upon submission of NOC from the AICOG Secretariat. NOC will be issued upon clearing the allocated Stall area as per the permissible timelines & no damages caused to the Venue or any other areas in the Venue.

1. Any Damages of the Venue, Structures, Shell Scheme Stalls and / or the disposal of booth construction waste left on-site after the event.

Any breach of the organizers / venue's regulations may be Penalty towards Exhibitor or Contractor.

2. It is the individual booth contractor's responsibility to remove all packing and waste materials from the exhibition hall during both move-in and move-out. Garbage & waste materials from decoration work must not be discarded into the aisles & must be cleared. All material used must be removed during move-out and this must be done safely no pushing over high pieces of booth, no smashing of glass panels etc.)
3. Organizing Committee have reserved the right to deduct an actual and appropriate amount from the security deposit for damages to the structures, made by the exhibitor or their design & handling agencies'. This is to ensure all the rules & regulations are abided by and to cover any damage arising directly or indirectly from infringement.
4. It is mandatory for exhibitors to get their designs approved by the Official Contractor.
5. It is mandatory for the Exhibitor contractors to follow the build up time schedule
6. It is mandatory for Exhibitors to order their Power Requirement during the build up time (if required) and during show days to the Official Contractor by 20th December 2023.

For Pavilion / Raw Space Exhibition Booth Contractor must have

No sawing, cutting of wood, jute, & cloth work will be allowed inside the Exhibition hall.

- ❖ Where a 'Special design' booth is located to adjacent to a 'Shell Scheme booth', the wall of the 'shell scheme' booth is considered rented by that Exhibitor and may be utilised by the 'Special Design' booth.
- ❖ All exposed rear surface of designs and structures must be covered/finished white unless it is against the walls of the Exhibition Hall.
- ❖ **The shell scheme wall have white laminate finish, hence Stapling, drilling or painting to these walls is not allowed.** Panels can be affixed to these walls with the help of double side/velcro tape or with brackets rented from the official contractor. Exhibitor has to pay for the damage if any @ 5000 per panel.
- ❖ No part any Structure may extend beyond the boundaries of the site allocated.
- ❖ Exhibitors are reminded that it is the responsibility of their appointed booth fitting contractor to clean and vacuum the booth upon completion of construction or fabrication before handing over to the Exhibitor. Organizer doesn't take the responsibility of cleaning of Stall area.
- ❖ The Organizer reserves the right to reject any contractor and design they deem inappropriate. In the event of a dispute, the Organizer's decision will be final.
- ❖ The booth must be Stayed and operational during all the show opening hours. The Exhibitors must wear Exhibitor Badges issued by the Organizer for Identification. The Exhibitors must be responsible for the good conduct of all its stay, agents or representatives.
- ❖ No activity, which in the opinion of Organizer, is tantamount to inconvenience or annoyance to the public or the exhibitors, shall be caused by exhibitors within the vicinity of the Exhibition. Examples includes the noise level of equipment demonstration and audio visual presentations, branding on standees outside the stall or on aisle area.
- ❖ No Exhibitors may use air compressors or pressurised containers without prior approval of the Organizer & Official contractor.
- ❖ No stage shows will be allowed unless with the prior approval.
- ❖ Unauthorized photo/video shooting in the venue is not allowed.
- ❖ **Exhibitors are not allowed to distribute promotional materials outside their booth.** This is to observe fairness to other exhibitors and prevent inconvenience to visitors. Exhibitors are requested not to place any standee or any kind of branding or advertising or marketing material outside the allotted stall area, OC will not only remove the standee but will also charge penalty on the Exhibitor.
- ❖ Each Exhibitor is responsible for indemnifying Organizer and its agents against liability to the owners of premises and public authority or Department of Government and each and every other exhibitor in respect of any action, cost, claim and demand of whatever nature consequential.

for any information please contact



Violet Event Mktg (India) Pvt. Ltd.

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Bd.violetww@gmail.com

Mr. Santosh

+91 92461 56977
santosh@violetww.com

**FORM
01**

ELECTRICAL REQUIREMENT

Deadline - 20th December, 2023

This form must be completed and returned by every exhibitor. If service is not required, please endorse 'Not Applicable' and return email/fax to the address above. Please type / Write in block letters

Company Name: _____ Booth No: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

Authorized by (Signature): _____ Date: _____

- ❖ The shell scheme package includes three (3) 60W spot lamps, one 5/15 amp plug point for every 9 square metre stand.

Order only your additional requirements

- ❖ For services not stated below, please contact the official contractor for a quotation.

Description of services/Items		Unit Cost (INR) within 2 nd January 2024	Quantity/ Number of kw	Cost (INR)
For Shell Scheme only				
E1	Spotlight 100W long arm	800		
E2	Halogen Spot 50W	1200		
E3	Metal Halide 125W	1650		
E4	Plug socket, Standard 220V, 5/15 amp	800		
For Bare Space only				
Main box charges (for upto) 5 Kw (One time cost inclusive of laying the electrical main line, connection and maintenance during the conference) Rs. 5000				
Please order your electric supply based on your load requirement both for the setup and show dates				
During Build-Up Days (4th to 6th Jan 2024)		6000 (Only 1 kw will be given)		
During Conference Days (6th - 10th Jan, 2024)		9000 per kw		
Total Cost (INR)				
Plus GST@18%				
Gross Total				

*There will be a surcharge of 10% on all onsite orders

TERMS

All Demand draft payment to be drawn "VIOLET EVENT MKTG (INDIA) PVT. LTD."

All items quoted above are purely on rental basis & for the entire show period. All Power Connection charges does not include power consumption fee. Time to deliver any order onsite would be minimum 6 Hours & All orders Subject to availability. We do accept credit cards for payments which would attract 3% service charge which is apart from GST.

PLEASE NOTE: Payment/ Draft to be made as below

FOR BANK TRANSFERS

Account Name : Violet Event Mktg (India) Pvt. Ltd. Account No : 50200000635570

IFSC Code : HDFC 0002019

Bank Name : HDFC Bank

Bank Branch : Kondapur, Hyderabad

**FORM
02**

ADDITIONAL FURNITURE

This form must be completed and returned by every exhibitor. If service is not required, please endorse 'Not Applicable' and return email/fax to the address above Please type / Write in block letters

Company Name: _____ Booth No: _____

Address: _____

Tel: _____ Fax: _____ Email: _____

Authorized by (Signature): _____ Date: _____

Please use this Form to order your refurnishing needs. The Standard Shell Scheme package stand includes one (1) Information Counter, two (2) Chair and one (1) Wastepaper Basket. **ORDER ONLY YOUR ADDITIONAL REQUIREMENTS:**

Furniture Rate Chart

S.No.	Particulars	Rate	Qty	Amount	Specifications
1.	Information Counter	2000			
2.	2 Tier Info Counter	2100			
3.	Wooden Round Table	1600			
4.	Glass Round Table	1600			
5.	Cocktail Table	2100			
6.	Lockable Counter	1600			
7.	Slim Showcase	4000			
8.	Tall Showcase	4700			
9.	Standard Chair	500			
10.	Cushioned Chair	1000			
11.	Single Seater Sofa	2700			
12.	Three Seater Sofa	4700			
13.	Bar Stool	1200			
14.	Glass Shelf	550			
15.	Plug Point	550			
16.	Spot Light	400			
17.	Waste Basket	350			
	Gross Total				
	Plus GST				
	Grand Total:				

TERMS

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Account No : 50200000635570
IFSC Code : HDFC 0002019
Bank Name : HDFC Bank
Bank Branch : Kondapur, Hyderabad

Note: Please mail us a copy of payment slip for confirmation.

1. If payment is drawn in a foreign currency, please the bank include the bank commission and please also if the final amount received is less than the invoiced is the invoiced amount due to exchange rate variance, you will be responsible for reimbursing the relevant received is less than the invoiced amount due to exchange rate variance, you will be responsible for reimbursing the relevant beneficiary.
2. Late Orders (received after the deadline, 10th December, 2023 will be provided subject to the availability, will be subject to a 30% surcharge. Priority will be given to advance orders.
3. 30% cancellation fees will be imposed for cancellation of confirmed order. There will be no refund for cancellation during show days.
4. All Prices are in INR and for the duration of the show mentioned or otherwise mentioned.
5. All, materials are subject to availability and first come first serve basis.
6. A socket must be used for one exhibit at a time. Multi point connection is not allowed to prevent the risk of power over load.
7. The standard supply is 110V, 220v or 380V with approximately 10% fluctuation. For the safety of your equipment, please use stabilizer.

RULES AND REGULATIONS RELATED TO ELECTRICAL SERVICES

1. The standard shell scheme includes: 3 spotlight and a plug socket for every 9 sqmt. The above items are readily provided by organizers. Additional requirement have to be ordered through Electrical Services Order From section '5'.
2. Locations of lights and socket points in the standard booth are fixed locations and may not be moved.
3. The organizer has appointed us as the official show Contractor to be responsible for Standard supply of electricity:
 - a. The standard supply is single phase AC 220v/50Hz with +10% fluctuations. For the safety of your equipment, please use stabilizer.

EXHIBITOR ENTITLEMENTS

Stall Size	No. of Badges	No. of Lunches	Inaugural Dinner	Gala Dinner	Session Entry	Session Workshop
8x8 Mtr	12	12	12	12	NA	NA
6x6 Mtr	10	10	10	10	NA	NA
6x5 Mtr	08	08	08	08	NA	NA
6x4 Mtr	06	06	06	06	NA	NA
3x3 Mtr	02	02	02	02	NA	NA
3x2 Mtr	01	01	01	01	NA	NA

BUILT-UP STALLS (SHELL SCHEMES)

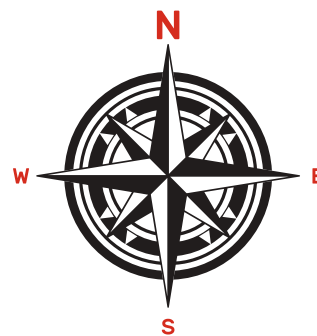
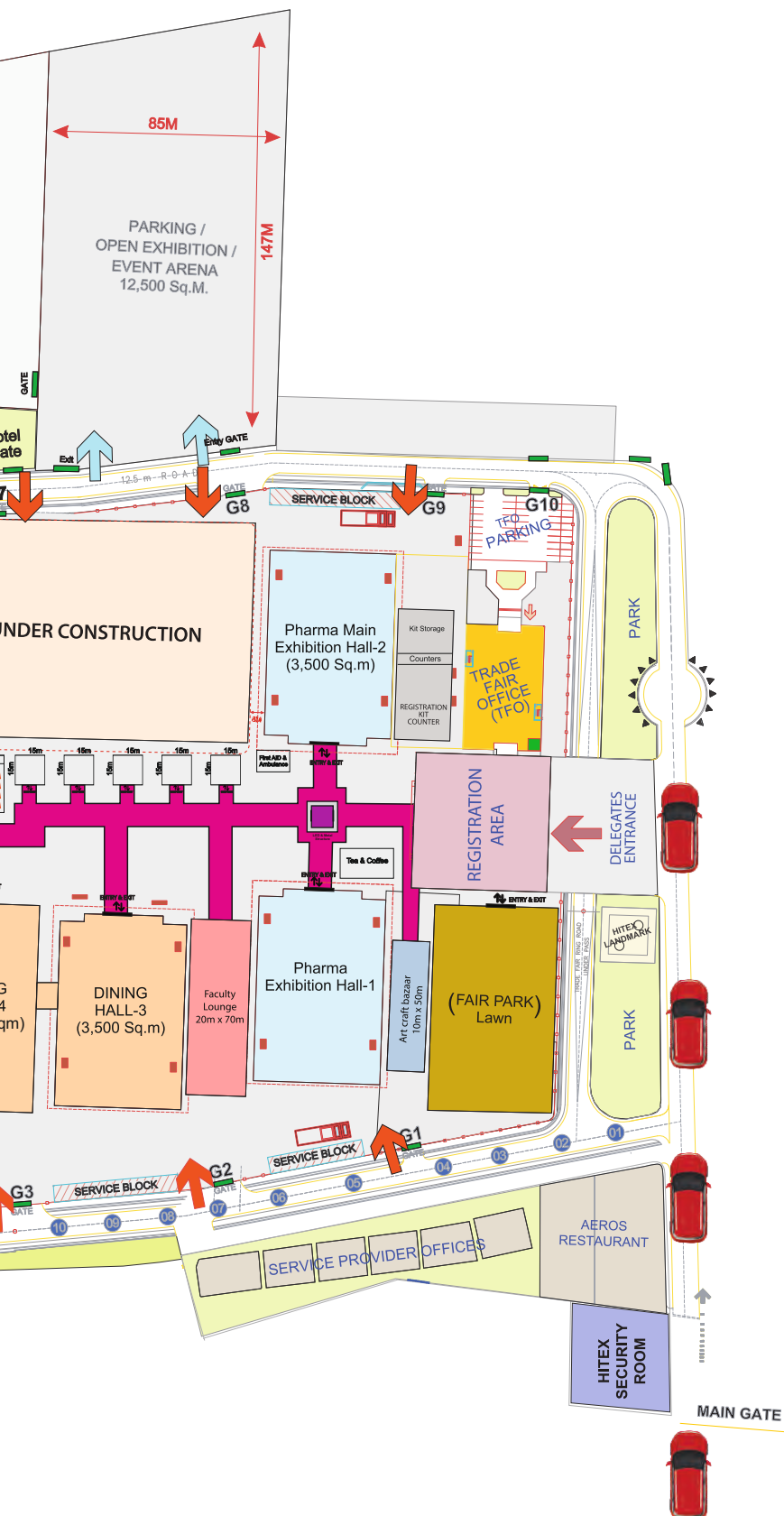
Package of facilities for standard built-up Octonom stalls includes.

- Back and side partitions with a modern prefabricated system like octonom and PVC laminated panels.
- Brand new carpet on the floor.
- Fascia in English with stall number and name.
- One spotlight per 3 sqm. Space.
- One 5 amp socket, one table, two chairs per stall.
- Power consumption for lighting.
- One dust bin per stall.

DEFAULT IN OCCUPANCY

- Failure to occupy contracted space does not relieve an exhibitor of any obligation, financial or otherwise.
- To ensure smooth traffic movement, exhibitors will be allowed to enter their vehicles from Evening 18:00hrs. onwards on 6th January 2024 to unload their materials. It is imperative that unloading time is strictly adhered to and that vehicles are removed as soon as unloading is completed.
- Companies that need more time for setup or dismantling should contact Violet Event Mktg (India) Pvt. Ltd. at least 48 hours prior to the above-mentioned time. Additional fees for rental and security may apply.
- Any maintenance work to the stand carried out by the Exhibitors and/or their contractor must be completed before the opening of the exhibition hall. If while on site, a problem occurs and special maintenance time is necessary, please contact Exhibition Management right away, so that special arrangements can be made, additional fees for security may apply.

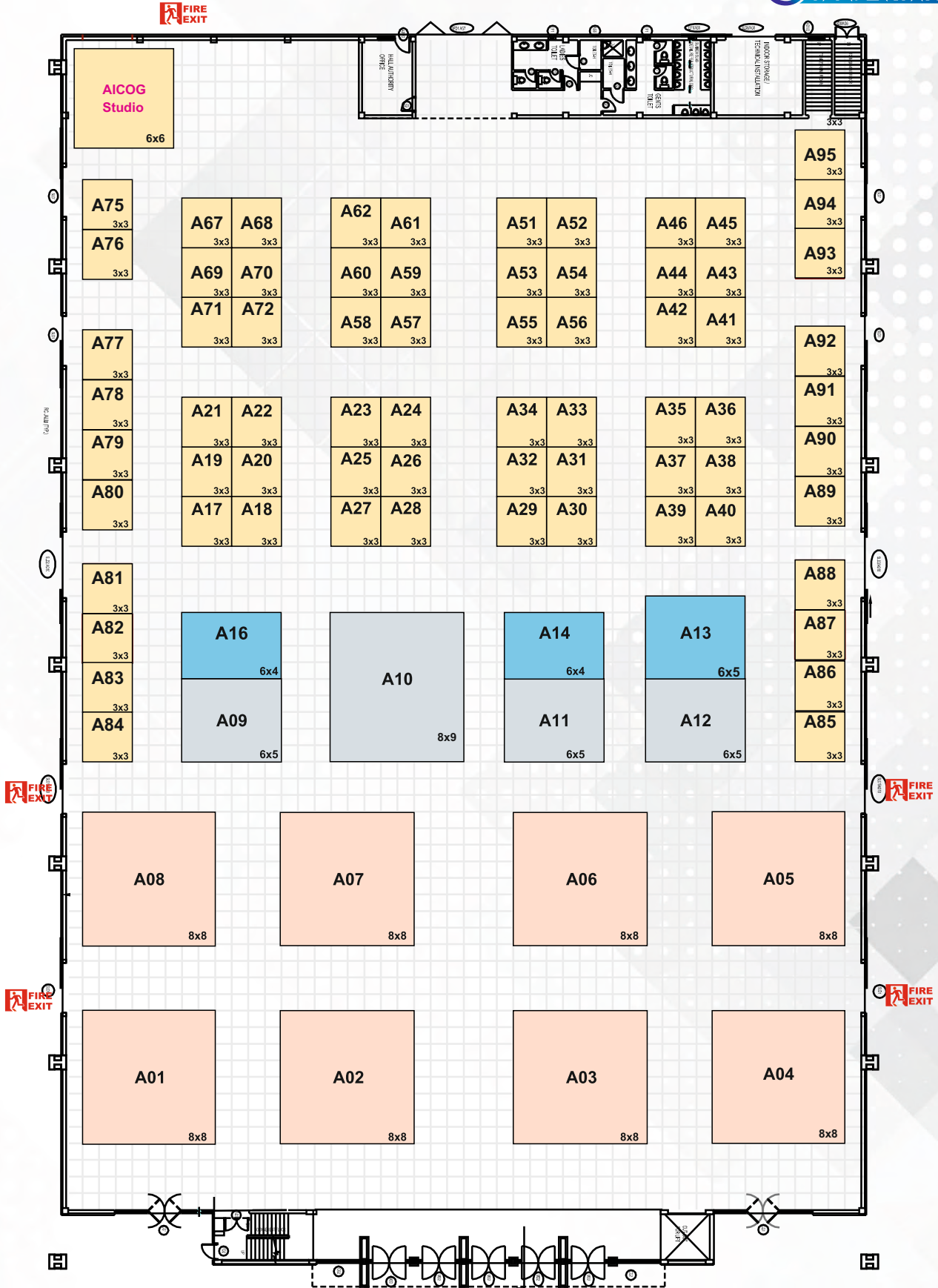


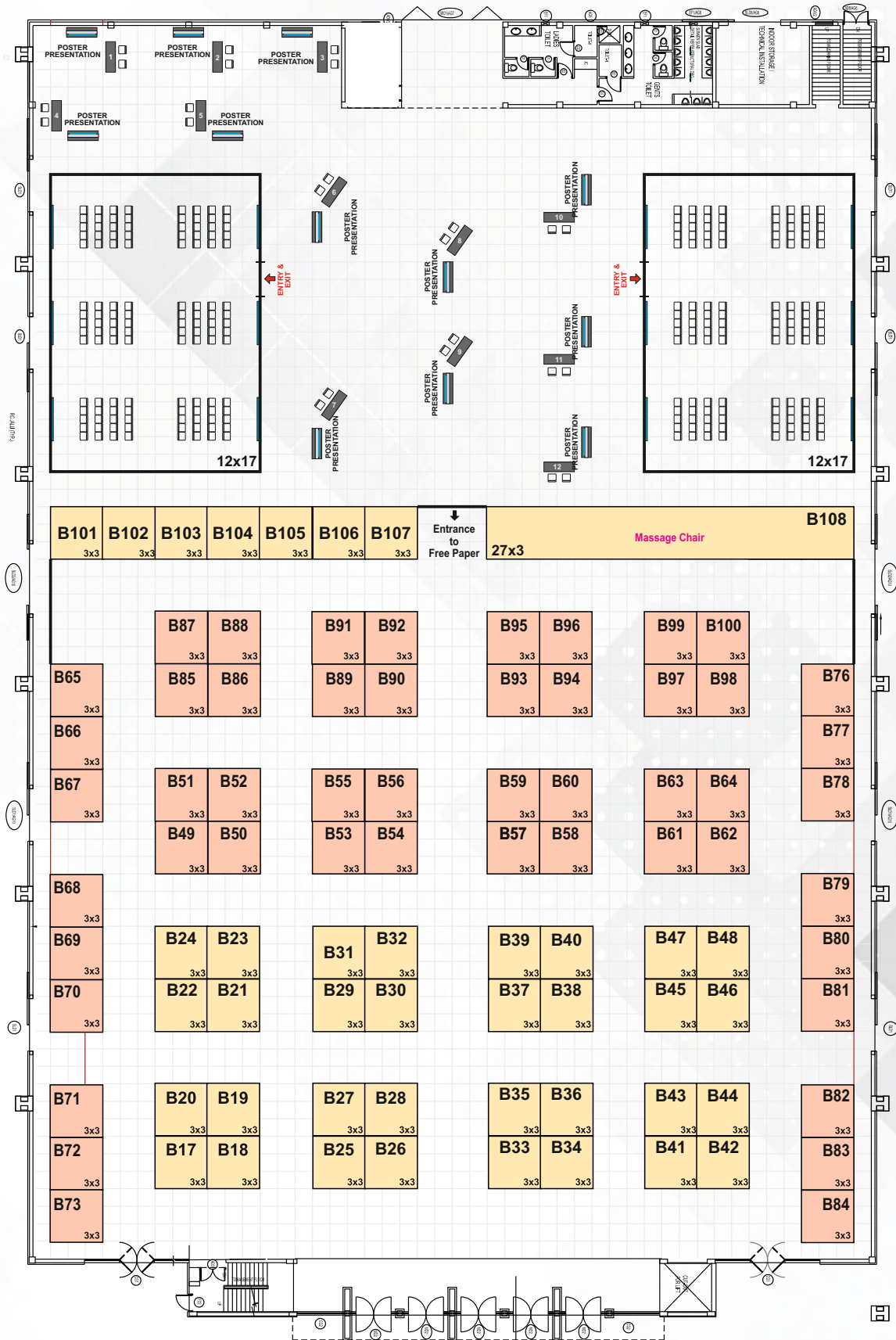


Venue layout

- Delegates & Main Entrance
- Registration Area
- Registration Kit Counter & Clock Room
- Spouse area fair park lawn
- Art craft Bazar
- Pharma exhibition Hall-1
- Pharma exhibition Hall-2
- Dining Hall-3
- Faculty Lounge
- Carpet
- Golf cart area
- Walkway structure
- Event area lounge
- Exhibition Halls
- Trade fair office
- Open area
- Spouse park
- Service provider offices
- HITEX lake
- Service Entries
- Public entry
- Parking entry
- Transformer & DG locations
- Branding
- Breast Feeding (HITEX office Building)
- Movie theater (HITEX office Building)

HALL - 2





6x6 Mtr = 8 Nos

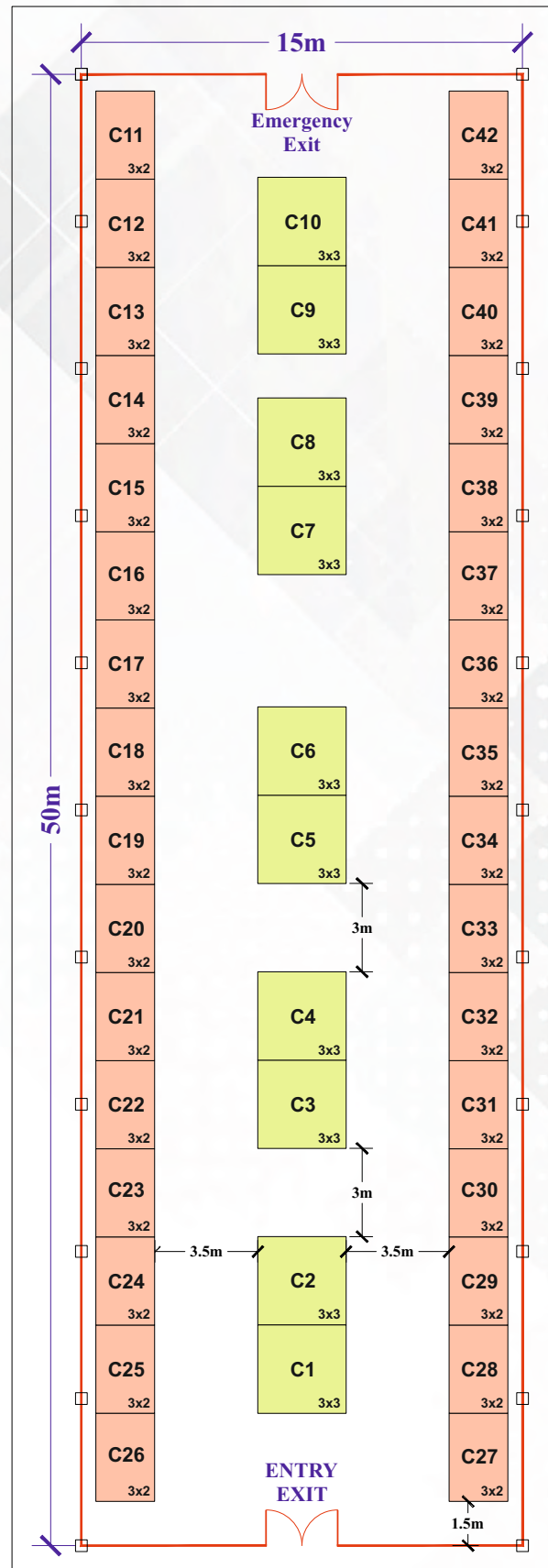
3x3 Mtr = 46 Nos

6x3 Mtr = 8 Nos

3x2 Mtr = 22 Nos

HYDERABAD NUMAISH

SHOPPING ZONE



- 3x3 Mtr = 10Nos
- 3x2 Mtr = 32Nos

STALL PROSPECTIVE VIEW



Each 3m x 3m Stall Includes

Information Counter / Table	: 1 No
Chairs	: 2 Nos
Power Point (15W)	: 1 No
Spot Lights	: 3 Nos
Fascia	: Black Lettering
Dust Bin	: 1 No

WARNING

We are aware that illegitimate companies are targeting our exhibitors, calling to 'offer' to set you up with accommodation. These companies are often fraudulent. Please note that they are not affiliated with us and that the only way to register & book accommodation will be only through the Conference website, with the dedicated link sent to you.

CUSTOMIZED EXHIBIT SPACE

All exhibitors with a custom-built space are required to get approval on their booth layouts/designs from the AICOG 2024 Secretariat in written. The layout, with measurements and building material specifications, needs to be submitted in detailed drawings to the AICOG 2024 Secretariat. If exhibit plans are revised after approval has been send, the revised plans need to be re-submitted for approval as soon as possible. Please allow enough time for exhibit construction approval. Height of the stalls (customized), not to exceed 12 feet.

The standard power supply is 5 amps through the plug point mentioned above. Any extra power requirement should be requested in advance, which will be charged as per consumption @ Rs.35 per unit plus service tax). Connection for extra power would be charged extra (Single Phase @ Rs.750/- Per KW; Three Phase @ Rs.1,250/-) We sincerely look forward to being of service to you and your firm. If you have any questions regarding the enclosed information or any additional requirements, please feel free to contact.

Deadline for submission of booth layout for custom-built booth: 20th December 2023

A refundable bond will be required from Exhibitor's appointed contractor. The refundable bond amount will be advised upon design submission and approval. All parts of this section are inter-related and are to be complied with collectively, where applicable. All dimensions and positions of booths and utilities services are estimates and must be verified and confirmed only on-site, and adjustments to the booth construction must be made to accommodate any such variation. Exhibitors and their special design stand contractors must take note and adhere to the timings for the building-up and break-down periods stated in the Exhibition Schedule when preparing and constructing their booths and exhibit displays. Extension of these timings may not be possible. Any extension will subject to approval and cost which must be borne by the exhibitor or their contractor concern.

VENUE & DELIVERIES

It is your responsibility to book your courier for both delivery and collection. It remains a private arrangement between you and your chosen courier company. In addition, it is your responsibility to pay all customs charges; otherwise all the materials may be refused. All goods must be covered by proper customs documents – please mention it is a temporary exportation in order to avoid paying more taxes than expected. The hotel will not pay any taxes/duties etc and will not accept any underpaid charges. Remember – it is your responsibility to arrange for items to be picked up at the end of the event – items must be collected by the end of 10th January You must book the courier and ensure that your items are clearly labeled with your company name and the return address. Items left after this time will be disposed of. Please ensure the collector brings collection instructions detailing the following:

SUPPLIERS

AV Supplier: Should you wish to order any AV/screens for your stand, please contact:

Furniture Supplier: To order furniture for your stall (other than the desk and 2 chairs) Contact Meety Events Team.

ACCOMMODATION

To book your accommodation please go to the AICOG Accommodation portal in the conference website. Demand for rooms can be very high, so please book early to avoid disappointment. Super Return takes no responsibility for hotel reservations. Meety has a third party hotel booking agency representing this event aside from the above links. If you are contacted to book accommodation by any agency, this is not recommended as they are unknown to Meety and the hotel.

Important Note: Do not bring children under the age of 16 to the exhibit hall during installation or dismantle. Due to safety and insurance regulations, children are not permitted during these times.

SECURITY & SAFETY

The Exhibition Hall will be locked during non-Exhibit Service Centre hours. Security will be provided during the set-up, show and dismantling period. Although 24-hour security is provided, the ultimate responsibility for displayed exhibits and equipment lies with the individual exhibitor. Exhibitors must secure, at their own expense, appropriate liability/loss insurance at all times. Exhibitors will not be allowed to enter the Exhibit Hall during non-show hours without consent of the Secretariat. The AICOG 2024 Secretariat and its affiliates will not be held responsible for the loss, theft or damage to exhibitor supplies at all times. Exhibitors should take necessary safety measures prior to using dangerous equipment or parts during the show, to prevent accidents. Each exhibitor is responsible for the maintenance and safety of their equipment.

ANNOUNCEMENTS / MESSAGES

Announcements will not be permitted during the show.

CLEANING

The AICOG 2024 Secretariat is responsible only for emptying baskets along the pathways and keeping the shared space clean. Exhibitors will be responsible to keep their booths clean at all times.

ADVERTISEMENTS, SALES ACTIVITIES AND PRESENTATIONS

The exhibitor agrees to confine all products/ service demonstrations and other sales activities to the limits of the contracted exhibit space and within the maximum height set. Distribution of any material is likewise limited to the confines of their exhibit space. Exceptions may be given by the AICOG 2024 Secretariat prior to show opening in writing.

GIVEAWAYS

Giveaways should be educational in nature and must be pre-approved. Distribution of pre-approved educational material is limited to contracted exhibit space only. It is recommended to await approval from the AICOG 2024 Secretariat prior to production and shipment of any congress related giveaways. Permission to hand out Giveaways may be restricted or prohibited after permission if such giveaway is considered a disruption of the general order of the event.

NON-SMOKING

Smoking is prohibited in the Exhibition Hall.

INSURANCE

The AICOG 2024 encourages you to insure your property from the time it leaves your facilities until it is returned after the Exhibition. In most cases, a rider can be added to your present policy for a nominal cost that will protect your property while it is out of your control. The AICOG, its agents, the HITEX and/or their respective agents will not be responsible in any way for the safety of any exhibit or material against theft, fire, water, accident, or any cause, nor for the loss of damage to goods consigned to its care.

ANIMALS

Live animals are prohibited in exhibit space.

CRATE STORAGE

Empty crates, boxes, skids, etc. that exhibitors have labeled "Empty" will automatically be removed from exhibitors' booths, stored and returned at the conclusion of the exhibition. "Empty" stickers will be available from the Official Contractor. There is no charge for this service.

DAMAGE TO PROPERTY

Exhibitors are responsible for damage to uncrated or improperly packed shipments, concealed damage, loss or theft of material after delivery to booth or before material is picked up for return movement. It is expressly understood that the exhibitor will make no claim of any kind against organising committee for any loss, damage or destruction of goods, nor for any damage of any nature to this business by reason of the failure to provide space for any exhibit or the removal of the exhibit.

DISPOSAL OR STORAGE OF PACKING MATERIALS

Special care will be necessary in unpacking merchandise for display. Loose cardboard cartons will not be accepted for storage unless they are knocked down flat and securely tied into bundles and properly tagged. Be sure to remove all old labels first. It is suggested that small crates be nested in larger ones to reduce the number of pieces to be stored and thereby hasten their return. No boards or skids will be accepted for storage unless securely tied into bundles and tagged. Materials not in accord with these regulations will be considered refuse and will be disposed of by the cleaners.

No storage of any kind will be permitted behind your display. All combustible materials, which are not an integral part of the display, must be removed each night unless stored in a metal container. However, to facilitate re-packing merchandise at conclusion of the exhibit, some exhibitors have found it convenient to remove knocked down cartons to their cars and hotel rooms for ready access.

EARLY DISMANTLING

No exhibitor will be allowed to dismantle any portion of their exhibit prior to the end of exhibit hours on the final day of exhibits. This is a discourtesy to those attending the Show and to your neighboring exhibitors. Exhibitors who dismantle prior to the closing of the show will forfeit accrued seniority for the next two ALA Exhibitions.

FOOD SERVICE

Food and beverage service (including alcoholic beverages) in your assigned booth space may be allowed, if approved in advance by OC. All requests must be submitted in writing 30 days prior to the show opening. Requests to serve items which detract from the exhibit's professional appearance will not be allowed or approved. Popcorn is not allowed on the show floor. After receiving Meety approval, it is the responsibility of the exhibitor to contact the exclusive convention center caterer to place all orders. Catering menus and order form can be found in the Exhibitor Manual (available in October).

LIGHTING

No lighting, fixtures, lighting trusses or overhead lighting are allowed outside the boundaries of the exhibit space. Lighting should be directed to the inner confines of the booth space. Lighting should not project onto other exhibits or show aisles. Lighting which is potentially harmful, such as lasers or ultraviolet lighting, will not be permitted. Lighting that spins, rotates, pulsates and other specialized lighting effects should be in good taste and not interfere with neighboring exhibitors or otherwise detract from the general atmosphere of the event. Exhibitors intending to use light systems should submit drawings to Meety for approval.

LITERATURE DISTRIBUTION

All sales activities (literature/invitation distribution) must be contained within your rented booth space. Besides the obvious traffic congestion this practice would create, it violates a basic tenet of exposition management - "To design and manage an exhibit floor that ensures each exhibitor an equal opportunity to market their product or service." Therefore, we cannot allow exhibitors to distribute material in any area of the Convention Center other than their rented booth space.

IMPORTANT DEADLINES

S.No.	PARTICULARS	DEADLINE
1	Electrical Requirement	20th December 2023
2	Accommodation	15th December 2023
3	Customized Stall Booth	20th December 2023
4	Badges Collection	06th December 2023
5	AV Items	20th December 2023

Note: All exhibitors should collect the gate pass from the registration counter on 9th January 2024, at 4:00 PM.

AV Rate Card



S.No.	PARTICULARS	Rent per Day (in Rs.)	QTY Available
1	Samsung Flip 55"	15500	2
2	LED TV 32"	4000	30
3	LED screens 42"	4500	90
4	Touch Screens All In One 24"	7000	8
5	LED Screens 50"	5000	40
6	LFD Video Wall 2*2	19000	5
7	Touch Screen Monitor 22"	4000	10
8	LED Screens 55"	6000	50
9	LED Screens 65"	8000	15
10	Touch Screens 55"	13000	10
11	Touch Screen 65"	18000	5
12	Walkie Talkie (Vertel)	1000	50
13	42" Touch Screen	8000	5
14	Touch Screen 75"	23000	1
15	Touch Screen 86"	28000	3
16	Refrigerators –90 L(Per Show)	5000	5
17	165 L(Per Show)	5500	8
18	3*3 LFD Video Wall	39000	2
19	LED 86" Screen	23000	2
20	LED 75" Screen	15500	6
21	iPads	4000	20

for AV Items Contact

Sharath - Tel: 098851 03069
E-mail: objectrunner@gmail.com

*Without Toner/Cartridge/consumables

Congress Secretariat

Prof S Shantha Kumari

MD DNB, FICOG, FRCPI (Ireland), FRCOG (UK)
Treasurer FIGO
Imm. Past President FOGSI
President OGSF
Organizing Chairperson
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