

COMPANY NAME: ..... ("THE EXHIBITOR")

PRODUCT(S)/ SERVICE(S) TO BE DISPLAYED: .....

ADDRESS: .....

P.O. BOX: ..... TELEPHONE(S): ..... FAX: .....

YEAR OF ESTD: ..... E-MAIL: ..... WWW: .....

CONTACT PERSON: ..... DESIGNATION: .....

MOBILE NUMBER : .....

### Number of Stall(s) Requested for:

### TOTAL SIZE: (TICK ON BOX)

☐ A=5X6m<sup>2</sup>    ☐ B=5X7m<sup>2</sup>    ☐ C= 5X8m<sup>2</sup>    ☐ D= 6X9 m<sup>2</sup>    ☐ T= 3X3m<sup>2</sup>    ☐ O= 5X4m<sup>2</sup>    ☐ W= 3X3m<sup>2</sup>    ☐ P=3x4m<sup>2</sup>

A=5X6 m<sup>2</sup>                      = Rs. 165,000.00

D=6X9 m<sup>2</sup>                      = Rs. 305,000.00

B=5X7 m<sup>2</sup> + 16m<sup>2</sup>            = Rs. 286,000.00

T=3X3m<sup>2</sup>                      = Rs. 50,000.00

C= 5X8 m<sup>2</sup>                      = Rs. 225,000.00

W=3X3m<sup>2</sup>                      =Rs. 50,000.00

P=3x4m<sup>2</sup>                      =Rs. 55,000/-

Total Amount Rs. ....

(In words.....)

- Each 3x3 m<sup>2</sup> space consists of 1 table, 2 chairs, 2 tube lights, 1 power socket/points (5/15AMP) and fascia.
- Exhibitors are requested to contact the supplier for additional requirement (if any) for which supplier may charge.
- Computers and other related equipment's can be made available on rent on request.  
Request is to be made 1 week prior to the commencement of the event.

Exhibitors are requested to fill- up company details compulsorily. These details will be used as company profile of the exhibitors and will be published in the official Directory of CAN InfoTech 2020 during the event. Additional information to be included in the profile can also be added on request of the exhibitors.

Please make your payment in favor of "FEDERATION OF COMPUTER ASSOCIATION NEPAL" in the form of cheque/ demand draft/wire transfer. Payment can be made at CAN Federation Secretariat or Siddhartha Bank, Account Number 00115078304.

I, hereby, confirm that I have read, understood and accept all the terms & conditions mentioned in the contract form as an authorized person of the company/firm.

.....  
Signature

.....  
Name & Designation

.....  
Date

.....  
Office Seal

## Terms and Conditions

- Exhibitors should carry the logo provided by CAN Federation in every printing and the electronic advertisement related to event.
- Exhibitors have to clearly give the specification of the products to be exhibited and also mention whether it is for commercial purpose or demonstration purpose or both.
- Stall (s) can be booked only after **50% cash payment in advance. In the case of cheque payment, booking will be canceled if the cheque is not cleared.**
- Copy of PAN/VAT certificate must be submitted.
- The exhibition is solely for business networking, showcasing your products, services and solutions. Neither sales nor promotion is restricted during the exhibition. Exhibitors must issue VAT or PAN bill to the customers.
- In case of natural disaster, political violence, riot etc., which is beyond the control of CAN Federation, CAN Federation will immediately postpone the event and will inform the concerned person about the next date and venue of the event. Previous agreement will remain effective and no additional charges will be levied.
- Exhibition stalls will be handed over to the exhibitor on 13 February, 2020 (One day before the event). Exhibition stalls will be dismantled by 12 pm sharp on the next day of closing date (20th February, 2020).
- During the event, exhibitors will be responsible for the safety and security of their goods and belongings.
- Opening and closing time of exhibition will be the same for all the exhibitors (10:00 to 18:00 hrs.). It is prohibited to enter the hall before opening time or stay after the closing time in their stalls. Exhibitors are requested to remain within the space allocated for their stalls without encroaching and disturbing passage area and neighboring exhibitor's stall/space.
- Exhibitors have to fully take care of the furnishing of Exhibition Hall (BhrikutiMandap, Exhibition Road). Exhibitors will be liable to pay compensation for any damage caused in the Exhibition Hall (BhrikutiMandap, Exhibition Road) within their allocated stalls.
- If there is any inconvenience, problem or difficulty, that will be solved by mutual discussion and understanding among representative(s) of the exhibitor and officials of CAN Federation to be stationed at Exhibition Hall during the exhibition.
- These terms and conditions are placed for the mutual benefit of CAN Federation and exhibitor(s) to solve complications and maintain understanding during and at the end of exhibition. Decision made by the CAN Federation executive committee will be the final decision for any disputes.
- Exhibitors are not allowed to use nails or metals tools for decoration that may cause damage in wall, partitions, etc. Similarly use of loud speakers is not allowed.
- A fascia will be provided for one exhibitor even if the stall is occupied jointly by more than one exhibitor. Certificate will be issued to one exhibitor only in the name printed on the fascia.
- CAN Federation is playing a big role in Global Warming and Environmental Change. So, distribution of plastic bags are strictly prohibited during CAN Info-Tech 2020. Exhibitors are requested to assist in limiting unnecessary distribution of brochures and leaflets.
- Tax & VAT will be extra levied on above quoted price.
- In case of cancellation of the booking, there will be deduction on the refund amount on following rates:

**15 days before the event = 20%**

**7 days or less than 7 days before the event =40%**

.....  
Signature

### Contact Details:

P O Box: 4982, Khusibu, Kathmandu Tel: 4381070/4382090

E-mail: [info@can.org.np](mailto:info@can.org.np) URL: [www.can.org.np](http://www.can.org.np)