

**APPLICATION FORM**

(Must be submitted in duplicate on Applicant's letterhead)

To,  
Director  
MVIRDC World Trade Centre  
Centre 1, 31st floor  
Cuffe Parade  
Mumbai 400 005

Dear Sir,

Kindly grant me/us the permission to use the Centre's Expo Center and other exhibition areas (please specify)..... for an exhibition from .....to .....(please cancel what is not applicable)

I/We have read the enclosed Expo Center Rules & Regulations as stipulated by you and a copy of which is furnished to me/us separately. I/We hereby agree to abide by them.

I/We also hereby agree and undertake to observe and perform all the rules & regulations of BMC as well as comply with all the legal formalities in connection with the Expo Center and the other exhibition areas. I/We hereby state that I/we will not carry out any illegal or unlawful activity in the allotted exhibition area/s. I/We hereby further agree to indemnify and keep indemnified the Centre as also its officials against any costs, charges, expenses, damages claims or demands that may be suffered, borne or to be made against them for the use of the said Expo Center/Other Areas by me/us.

I/We hereby submit Bank Demand Draft/Cheque No.....dated.....drawn on.....in favour of MVIRDC for Rs..... towards Advance for Confirmation of booking of the Expo Center / Other Exhibition areas ..... drawn in favour of MVIRDC. I also undertake to make further payments as applicable and as stipulated by the Centre in its Rules & Regulations. Other payments of the Total Maintenance Charges, General Security Deposit and Additional Security Deposit for electricity etc., will be paid by me/us by demand drafts/cheques as stipulated by the Centre in the Payment Schedules of Expo Center / Other Exhibition areas .....

I /We have noted that advance payment or payments as determined in the rules & regulations of the Total Maintenance Charges would be automatically forfeited if I/We cancel or postpone the confirmed exhibition, irrespective of the fact whether or not I/We utilise the said Expo Center/Other Exhibition Areas .....once my application is accepted by the Centre.

The relevant information required by you is given as follows:

**Name the exhibition**

**Exhibition Dates**

From.....to.....

**Total Number of Days**

From.....to.....

(both days inclusive)

**Exhibition Area required**

.....

**Details of the exhibition giving aims and objectives (enclosures if necessary)**

**Electricity requirements**

.....KW for lighting & power connections required.

(enclosure, if necessary)

**Is admission free or by tickets**  
**Name of Institution/Company/Organisation**  
**Year of establishment**  
**List of previously organised exhibitions with places & dates**

**Address**

**Telephone No.**  
**Fax No.**  
**E-Mail.**  
**Applicant's connection with the Organising Institution/Organisation/Company**  
**Timings of the Exhibition (as printed in the brochure)**

The Management of the Centre will be informed about the **final** details of the Exhibition Programme 15 days prior to its commencement. I/We are aware that the Centre's decision to accept/reject my/our application shall be final.

Yours faithfully,

Date.....  
Place.....

.....  
(Signature of applicant)

.....  
(Name & designation)

**(NOT TO BE FILLED IN BY THE APPLICANT)**

The above application is accepted/not accepted.

Deposit Receipt No.....

Date.....

Signature.....