

Exhibitor/Stall Developer Manual

Dear Exhibitor/ Stall Developer

All the participants of the GGJS 2019 are requested to go through the below points for the pre-production, During Event and post productions.

Safe & Machinery Installation Time for Hall No. 4

Group : 1 Date : 1st, Tuesday Time : 08:00 AM	Group : 2 Date : 1st, Tuesday Time : 11:00 AM	Group : 3 Date : 1st, Tuesday Time : 02:00 PM	Group : 4 Date : 1st, Tuesday Time : 05:00 PM	Group : 5 Date : 1st, Tuesday Time : 07:00 AM
E06-E07	E54-E55	E61-E62-E92	E01-E02	E23-E30
E33-E34	E56-E-57-E58-E95	E75-E76-E77-E78	E05	E35-E36
E71-E72-E73	E59-E60		E08-E09-E10	E67
E91	E81-E82			E83-E84

Stall Allotment Time

Possession Timing of Hall No. 4

RAW SCHEME	SHELL SCHEME			
Group : 1 Date : 1st, Tuesday Time : 01:00 PM	Group : 2 Date : 2nd, Wednesday Time : 08:00 AM			
E21-E22	E01-E02	E28	E49	E79
E93	E03	E29-E30	E50-E51-E90	E80
	E04	E31	E52	E81-E82
	E05	E32	E53	E83-E84
	E06-E07	E33-E34	E54-E55	E85
	E08-E09-E10	E35-E36	E56-E57-E58-E95	E86
	E11-E12	E37	E59-E60	E87
	E13-E14	E38	E61-E62-E92	E88
	E15	E39	E63	E89
	E16-E17	E40	E64	E91
	E18	E41	E65	E94
	E19	E42	E66	E96
	E20	E43	E67	E97
	E23	E44	E68	E98
	E24	E45	E69-E70	E99
	E25	E46	E71-E72-E73	
	E26	E47	E74	
	E27	E48	E75-E76-E77-E78	

*Stalls development work should be completed by 1st January, 2019 by 12: 00 Midnight.

- 1) Above is the stall possession time schedule for the exhibitors/stall developer. All the exhibitors/stall developers are requested maintain the stall possession schedule.
- 2) To get the stall possession all the stall developer agencies are requested to carry the stall allotment letter, exhibitor name, contact details and stall no with them.
- 3) All the exhibitors/stall developer are requested to not to bring heavy vehicles into the exhibition hall area.
- 4) All the stall developer agencies are requested to keep the stall fabricates on the provided stall area. No materials or fabricates would be allowed to keep on the walk way / aisle.
- 5) **For Hall No.1**, All the stalls development work should be completed by **1st January, 2019 by 12:00 Midnight**. None of stall development work would be allowed in the exhibition hall after that.
- 6) **For Hall No.2**, All the stalls development work should be completed by **2nd January, 2019 by 12:00 Midnight**. None of stall development work would be allowed in the exhibition hall after that
- 7) **For Hall No.3**, All the stalls development work should be completed by **1st January, 2019 by 12:00 Midnight**. None of stall development work would be allowed in the exhibition hall after that.
- 8) **For Hall No.4**, All the stalls development work should be completed by **2nd January, 2019 by 12:00 Midnight**. None of stall development work would be allowed in the exhibition hall after that.
- 9) All the exhibitor/stall developers are bound to follow the above time schedule to get the possession of the stall. Those who are getting delayed would not be entertained on that particular time. They will be allowed at available time slot.
- 10) GGJS will give Power Supply - 9 sq.mtr. – 1kw, 18sq.mtr- 2kw, 27 & 36sq.mtr- 5kw. Extra usage till 2KW of power & load will be charge Rs 1200 +GST per KW & above 2KW will be charge Rs 1500 +GST per KW. If you required extra usage of power you have to let us know before 25th December 2018.
- 11) Any kind of wood cutting would not be allowed in the exhibition hall.
- 12) All the exhibitor/stall developer is requested to keep the CCTV camera or monitoring system in side there stall for security reason .We do not have any monitoring system in the respective exhibitors stall
- 13) No stall development work would be allowed during the exhibition days / times.
- 14) All the Exhibitor/stall developers are requested to start dismantling the stalls on **6th January 2019, after 12:00 M**. Organizer will not be responsible for any left material or goods in the venue, if any one will keep after that they have to pay penalty .
- 15) In case you are using your own designed stall, Instead of the octonorm stall provided by us, please consider following measurement as 9.5ft x 9.5ft (Per Stall)
- 16) Organizer will not provide carpet to bare space stall holders.
- 17) Submission of structure engineer certificate is compulsory for those who are going to build two story stall or more than 10ft stall height of the stall or branding.
- 18) For Extra Furniture & other requirement: exhibitor participant need to feel up their extra requirement (E.G. Fascia name, extra furniture, staff badges, exhibitor detail, vendor detail, stall layout) online on www.ggjs.co.in/exhibitor. Onsite/Venue on pre-event days & event day's organizer is not taking any extra requirement booking. If any extra requirement then exhibitor participant has to fulfill by them self.

- 19)** This is to inform that all exhibitors, their staff and agency that this time entry from helmet circle won't be possible due to ongoing work of metro rail project. You need to park vehicles in GMDC ground from 132' ring road and enter from gate no.3 (GMDC Building). The gate opposite to may flower hospital will be closed.
- 20)** Exhibitors need to bring their trolley as per their requirement.
- 21)** All the Exhibitor/stall developer has to pay Rs 4,000 deposit cheque per 09 Sq.Mtr.stall at the time of possession of the stall on the name of "Gold Ornaments Wholesale Jewellers Association". GOWJA will deposit cheque without prior notice if the exhibitor is failed to complete stall structure before time schedule given.
- 22)** All the Exhibitor/stall developer has to pay Rs. 1000/- per 9 Sq.Mtr. as processing fees (Non Refundable) to GOWJA.
- 23)** Stall allotment copy attach.
- 24)** Requested to co-operate with the GGJS team during the event for smooth operation.

For more information please call: 09033991444

Thanks & Regards
GGJS-2019

Dismantle Time

Dear Exhibitor/ Stall Developer

All the exhibitor/stall developers are bound to follow the below time schedule for the stall dismantling.

Labour Entry Timing of Hall No. 4

For Hall No.1, All the Exhibitor/stall developers are requested to start dismantling the stalls on **06th January 2019, on 12:00 midnight.**

Truck Entry Timing of Hall No. 4

Group : 1 Date : 6th, Sunday Time : 11:00 PM	Group : 2 Date : 6th, Sunday Time : 12:00 Midnight	Group : 3 Date : 7th, Monday Time : 02:00 AM (6 th Night)	Group : 4 Date : 7th, Monday Time : 04:00 AM (6 th Night)	Group : 5 Date : 7th, Monday Time : 06:00 AM	Group : 6 Date : 7th, Monday Time : 08:00 AM	Group : 4 Date : 7th, Monday Time : 10:00 AM
E03	E46	E29-E30	E01-E02	E33-E34	E54-E55	E56-E57-
E04	E47	E35-E36	E05	E75-E76-	E71-E72-	E58-E95
E11-E12	E48	E67	E06-E07	E77-E78	E73	E59-E60
E13-E14	E49	E83-E84	E08-E09-E10	E81-E82	E91	E61-E62-
E15	E50-E51-E90					E92
E16-E17	E52					
E18	E53					
E19	E63					
E20	E64					
E21-E22	E65					
E23	E66					
E24	E68					
E25	E69-E70					
E26	E74					
E27	E79					
E28	E80					
E31	E85					
E32	E86					
E37	E87					
E38	E88					
E39	E89					
E40	E93					
E41	E94					
E42	E96					
E43	E97					
E44	E98					
E45	E99					

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Thanks & Regards
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