

FIND THE RIGHT STRATEGY FOR YOUR BUSINESS

15 - 17 April 2020, Mumbai, India
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Travel Market

EXHIBITORS' OEM CHECKLIST

SHELL SCHEME

S/N	SERVICE FORMS	MANDATORY / OPTIONAL	CATEGORY	DEADLINE	CONTACT PERSON	SUBMITTED
1	Form 1: Shell Scheme & Package Stands - Fascia Name	Mandatory	Stand Construction/ Equipment	06-March-2020	Mr. Arun Malasi (Meroform (India) Pvt. Ltd.)	
2	Form 2: Additional Furniture & Electrical Order	Optional	Furniture, Electrical Fittings, LCD TV Equipments	06-March-2020	Mr. Arun Malasi (Meroform (India) Pvt. Ltd.)	
3	Form 3: Power Requirement	Optional	Power Requirement	06-March-2020	Mr. Arun Malasi (Meroform (India) Pvt. Ltd.)	
4	Form 4: Temporary Staff	Optional	Stand Personnel/ Interpreters for the Stand	06-March-2020	Mr. Arun Malasi (Meroform (India) Pvt. Ltd.)	
5	Form 5: Security Staff	Optional	Stand Personnel	06-March-2020	Mr. Arun Malasi (Meroform (India) Pvt. Ltd.)	
6	Form 6: Visa Invitation Letter	Optional	VISA Requirements	ASAP	Mr. Surjit Surii (Indo-German Chamber of Commerce)	
7	Form 7: Declaration Form	Mandatory	Indemnity / Declaration Form	06-March-2020	Mr. Surjit Surii (Indo-German Chamber of Commerce)	
8	Form 8: Exit Pass	Mandatory	For removal of items from the hall during teardown	17-April-2020	Mr. Surjit Surii (Indo-German Chamber of Commerce)	
9	Food and Beverage Requirement	Optional	Booth Catering	06-April-2020	Nesco Foods (Bombay Convention & Exhibition Centre)	
10	Internet Service	Optional	Internet Service	06-April-2020	Mr. Surjit Surii (Indo-German Chamber of Commerce)	
11	Freight Form	Optional	Freight Service	06-April-2020	Juneli Roy (Schenker India Pvt. Ltd.)	