

BRIEF ON TRADE FAIR/EXHIBITION

A. AUTHORIZATION FOR THE HOLDING OF TRADE FAIR/EXHIBITION

Authorization is granted by the Ministry of Industry and Commerce (Commerce Division) for the holding trade fairs/exhibitions on receipt of all clearances and necessary documents within a period of one week. All requests for the holding of Trade Fairs and Exhibitions are processed according to the Consumer Protection (Trade Fair and Exhibition) Regulations 2003.

B. CONDITIONS FOR ELIGIBILITY

Application forms are available at the Ministry and can also be downloaded from the website of the Ministry

Submission of application form together with the documents mentioned below should be submitted one month prior to the date of the holding of the trade fair/exhibition.

C. RELEVANT DOCUMENTS REQUIRED

- (a) Local authority authorization
- (b) Authorisation of owner of premises
- (c) Insurance (Fire and Allied Perils)
- (d) Public Liability Insurance
- (e) Copy of Business Registration Card
- (f) Approval letter from the Prime Minister's Office in case where there are foreign participants

D. AMOUNT CLAIMED FROM ORGANISERS

- if the applicant is the sole participant of the trade fair/exhibition - Rs 25,000
- if the fair/exhibition is to be held in a rented building or rented premises - Rs 150,000
- if the trade fair/exhibition is to be held in a temporary shed, marquee or other temporary structure, on public grounds or on school premises - Rs 50,000
- if the trade fair/exhibition is held for a period of 1 to 2 days - Rs 10,000