

## FAQ ON UP INTERNATIONAL TRADE SHOW

### Q1. Who are the organizers and dates of UP International Trade Show?

A1. The organizers of UP International Trade Show are the Government of Uttar Pradesh and India Exposition Mart Ltd (IEML) scheduled to be held from 21st to 25th September 2023.

### Q2. What is the venue of the Show?

A2. The venue of the Show is India Expo Centre & Mart, Greater Noida.

### Q3 How can I reach the India Expo Centre, Greater Noida?

A3. The India Expo Centre is easily accessible by road and metro. If you're coming from Delhi, you can take the Noida-Greater Noida Expressway. Additionally, the metro's Aqua Line directly connects to the India Expo Centre

### Q4. What are the timings for the exhibition?

A4. The exhibition timing is from 11 am to 7 pm on the first four days and 11 am to 6 pm on the fifth day. Business Hours 11am to 2 pm & Public Hours 2pm to 7 pm.

### Q5. What is the profile of the Show?

A5. It is a B2B & B2C multiproduct show.

### Q6. What are the product categories at the Show?

A6. It is a multiproduct show with the participation from the following:-

- Agriculture & Horticulture Entrepreneurs
- Airport
- Art & Artisans
- Brass Industry
- Dairy Products Traders
- Defence Corridor
- E-Commerce, Electronics Industry
- Education Professionals
- Education sector (Live Demos on STEM)
- Electronics Entrepreneurs
- Engineering & Manufacturing Units
- Film Sector
- Fisheries & Animal Husbandry
- Food Processing/Dairy Products
- GI Tag Products from Uttar Pradesh- B2C
- Glass Industry
- Handloom, Handicrafts, and Textiles Traders
- Health & Wellness (AYUSH/Pharma/Naturopathy/Yoga/Unani)
- Health & Wellness Products Dealers
- Highways/Industrial Park/Development Authorities
- Infra, Engineering & Manufacturing Industry
- IT & Smart City Mission, Uttar Pradesh
- Leather Industry
- Marble Industry
- Millet Growers
- MSMEs
- ODOP
- Power Corporation
- Processed Food Traders
- Renewable Energy & EV
- Retail Sector
- Sports Sector
- STPI (Software Technology Parks of India)
- Sugar Industry
- Tourism & Hospitality Sector
- Toy & Sports Goods
- Warehouse and Logistics
- Women Entrepreneurs
- Wood Products Entrepreneurs (SHG)

### Q7. What is the difference between raw area and modular area at the Show?

A7. In modular space, the organizer provides carpeted flooring, tables and chairs, three/two side octonum partition, dustbin, spotlights, and name fascia. In raw space, only the bare minimum space is provided, and the exhibitor has to build the stand themselves.

**Q8. Does the booth has shelving, racks & Hangers for textiles?**

No, the same need to be ordered on payment basis on per requirement. Please contact Mr. Amit Kishore, Mob no. 9905599572, Email: exhibition12@indiaexpoente.com.

**Q9. I have an outstanding balance for my exhibition space. Where can I make the payment?**

A9. You can make balance payments in Federal Bank Account no. 13400200032149, Bank IFSC Code FDRL0001340, Swift Code: FDRLINBBIBD, in case any dues left out, the same can be paid at fair ground. Ensure to collect and keep your receipts safely.

**Q10. Whom should one contact in IEML for assistance regarding UP International Trade Show?**

A10. Mr. Amrendra Rai (9350812008), Mr. Sumit Sharma (9350013305), Ms. Surbhi Bhati (Mob: 9717804850), can be contacted for assistance regarding UP International Trade Show.

**Q11. Who should I contact if I need assistance within a specific hall?**

A13. Each hall has designated coordinators who can assist you and details are available in exhibitors manual with hall-specific queries. Look for information desks with hall numbers for guidance.

## Hall Manager Details:

Hall No.	Name	Mobile No.
1	Mr. Atul Sharma	+91-9717700490
2	Mr Ankit Sharma	+91-9717790584
3	Mr. Pawandeep	+91-9289320706
4	Mr Prashant Mishra	+91-9717790543
5	Mr. Virendra Pratap Singh	+91-9289733490
6	Ms Radhika Varshney	+91-7042245907
7	Mr. Rahul Solanki	+91-9599063859
8	Mr Shariq Tomar	+91-9717700452
9	Mr Vardan Sinha	+91-9415311111
10	Ms Priyanshi Gupta	+91-9717764528
11	Mr Devendra Nagar	+91-9560897771
12	Mr R K Jha	+91-7827770651
14	Mr Sanket Tomar	+91-9560897770
15	Mr Ayush Sharma	+91-9717739258

**Q12. Is There any subsidy from Govt.?**

A11. Yes, ODOP of Govt. of UP or for exports through UPEPC, please contact them at :

1. ODOP: Name: **Mr. Sanjay Tiwari**, email id : **odopcell@gmail.com** , Mobile no. **9903969896**
2. Exporter: Name: **Ms Rochna Srivastava**, Email Id: **upepclko@gmail.com**, Mobile no. **8004737655**

**Q13. What is the age limit to attend the event?**

A12. As UPITS is a trade event, no one under 18 years will be allowed to enter the exhibition. An exception will be made for infants in arms, accompanied by an adult.

**Q14. How can I generate my exhibitor badges?**

A14. Exhibitor entry badges will be given along with allotment letter and Exhibition Manual in advance. However, it can be provided onsite by the Hall managers upon sharing payment details. For more information contact your Hall managers or exhibitor's manual.

**Q15. How many exhibitor badges can I generate?**

A15. Number of badges are linked with the booth size allotted to you. A booth of 9 sq. mtr. will get 3 badges maximum. For more information, please read exhibitor's manual.

**Q16. How do I get badges for my service providers?**

A16. Service providers means one who will construct your booth or assist you in set up. Badges will be made available at the venue on official move-in date. Kindly refer to the exhibitor manual.

**Q17. Are there specific entry gates for exhibitors to access the venue?**

A17. Yes, there are dedicated entry gates for exhibitors to streamline access to the venue. Refer to the venue map for details. However, following gate numbers are meant for halls.

	<b>Entry Gate</b>	<b>Exit Gate</b>
Hall No. 1- 8	Gate No. 9	Gate No. 10
Hall No. 9 -15	Gate No. 5	Gate No. 7

**Q18. Can I avail of display aids for my booth during show days?**

A18. Yes, basic display aids like stands, tables, and chairs come with the booth. Additional or specialized equipment can be rented or requested for an extra charge. Please order in advance to avoid last minute rush.

**Q19. Are there any restrictions on booth designs or displays?**

A19. All booth designs should adhere to the guidelines provided in exhibitors manual. If you have any queries or special requests, please get them approved in advance from the organizers. In Octonorm system means built up booth, no nails on it will be allowed. Please take shelves or racks or hanger to display.

**Q20. Where can I access the detailed floor plan for the event?**

A20. The layout design of your booth is sent along with allotment letter. It is also available on the official website and will be shared with exhibitors via email. Physical copies are also available at the information desk.

**Q21. When will the exhibitors get the exhibitor directory?**

A21. UP International Trade Show will have the exhibitor guide/directory uploaded on the website.

**Q22. Are there any restrictions on booth decorations or installations?**

A22. While creative booth designs are encouraged, please ensure they adhere to safety regulations and do not obstruct neighbouring booths. Any complex installations should be discussed with the organizers in advance.

**Q23. What is the height of the booth including the name fascia for raw space?**

A23. Exhibitors can increase stall height up to 12 ft in case of the raw stall. The final design must be approved by the organizers through the Exhibitor Manual.

**Q24. What is the height of the booth including the name fascia for the shell space?**

A24. The height of the booth and name fascia is 10ft (maximum). Please inform correct name of company to be placed on Fascia as name head.

**Q25. Can I use my own fascia?**

A25. You can put on your own fascia only if you have booked raw space. For shell spaces, the standard fascia will be provided. No banner or casual name boards allowed.

**Q26. When do I get possession of the booth for raw space and shell space?**

A26. Exhibitors who have taken raw space will get stall possession on 17.09.2023 at 1000hrs (*possession date and time*) prior to the exhibition and those who have taken shell space will get stall possession on 20.09.2023 at 0600hrs prior.

**Q27. What documents are required at the time of taking possession of the booth?**

A27. You are required to bring a participation letter along with a copy of no-due certificates for booth possession. Vendors must carry a hard copy of the letter of authorisation from the exhibitor to commence work at the allocated booth a copy of this letter must be submitted to the organiser.

**Q28. What are the rules regarding booth dismantling and handing over after the exhibition?**

A28. On the last day, the booth should be dismantled by 8 pm, and all scrap should be disposed of by 12.00 am as the hall needs to be handed over for possession by other exhibition organizers. No damage to the property, other exhibitors, and/or organiser should be caused in the process.

**Q29. Do you have a hotel recommendations for exhibitors?**

A29. There are several hotels ranging from luxury to budget options near the Expo Centre. It is advisable to book accommodations in advance due to the expected influx of visitors. You may contact **Mr. Kushal, Mob: 9871121212, email: hotels@epch.com.**

**Q30. How do I get myself registered on the mailing list for future information?**

A30. Please provide full details of communication, product and other information to IEMML.

**Q31. Do I need to arrange insurance for our goods and products on display and other properties, in the event of theft, fire, etc.?**

A31. Yes! It is advisable. Exhibitors should also insure for damage to personnel including their representatives and the visitors. Though the organiser has taken general insurance for the exhibition.

**Q32. Whom should I contact for general inquiries during the event?**

A32. For any general inquiries or assistance, you can approach the hall manager located at prominent spots throughout the venue.

**Q33. Which facilities are available at the exhibition venue?**

A33. Facilities at the venue include: a food court, security, left luggage, medical counter, wifi, information kiosks, storage and warehouse area and ATMs during all days of the exhibition and all of the organizer's staff will be available on-site during the construction period and also on exhibition days. For any emergency, please contact hall manager or call at Mr. Neeraj Rawat, Mob: 9313554777.

**Q34. Are drinking water facilities available at the venue?**

A34. Yes, multiple drinking water dispensing stations are spread across the venue

**Q35. Will there be Wi-Fi available at the venue?**

A35. Yes, Wi-Fi is available for exhibitors upon login **on payment**. Login credentials will be provided during registration or can be collected from the information desk.

**Q36. Is there a lost and found desk at the venue?**

A36. Yes, there will be a lost and found desk where you can inquire about or report lost items.

**Q37. Is the parking facility available at the venue?**

A37. Yes, there are parking areas available near the venue for both exhibitors and visitors. Shuttle services might be provided to transport from parking areas to the exhibition halls.

**Q38. In case of an emergency, whom should I contact?**

A38. For emergencies, contact the information desk, who will guide you to the appropriate authorities, whether it's medical assistance, security, or any other assistance

**Q39. Are there any transportation services available for heavy equipment or displays to and from the venue?**

A39. Transportation services are available on request through the private logistics. Please contact R.E. Rogers, Mr. Puneet, Mob: .

**Q40. How can I get updates about the event schedule or changes?**

A40. Regular updates about the event schedule, changes, and announcements will be provided through the official event website and on-site information boards and by the Hall Managers. There will be Knowledge Sessions, Seminars and other events which can be attended on free of cost (No fees) basis at Hall No. 4.

**Q41. How can I get assistance? What is the helpline number?**

A41. Helpline No. 8448190529

**Q42. Are there any Culture program?**

A42. Yes, a number of culture performances shall be organised with a lot of events of fun & fare (free).

**Q43. Where will be Food Available?**

A43. There will be a lot of food options available, which include economy priced food, street food, UP ka Swad and also continental food of high brands on payment basis at various places.

**Q44. Do you have dormitory facility for Men & Women?**

A44. Yes, Dormitory on pre-booking mode available on payment of Rs. 750/- per head including breakfast on an additional cost of Rs. 150/-. You can also take lunch and dinner both. Please book in advance.

**Q45. Do you have bank/ATM within complex?**

A45. Yes, Bank & ATM facility are available within complex.

Q46. GST & TRIP sheet related query.

Feel free to ask any further questions you might have at the information desk or contact the organizing committee via the provided contact details.