

**CHARGES OF THE LICENSED PREMISES AND OTHER SUPPORT FACILITIES APRIL 2025 - MARCH 2026**

**EXHIBITION HALL AREA**

Exhibition Halls	Lower (Sq.mtrs)	Middle (Sq.mtrs)	Upper (Sq.mtrs)	Total (Sq.mtrs)	Rate per day/ sq. mtrs (setup & Dismantle)	Rate per day/sq mtrs. (exhibition period)
Hall 1	6638	-	3893	10531	138	265
Hall 2	6091	-	4480	10571	138	265
Hall 3	9800	5619	5679	21098	138	265
Hall 4	17500			17500	138	265
Hall 5	17500			17500	138	265
<b>Total</b>				<b>77200</b>		

- Night working charges are Rs. 50,000 per night per hall.
- AC Charges (Timings - 8:00 am to 6:00 pm)
  - Hall 1 & Hall 2 at Rs.3,45,000/-per hall per day whether hiring is in full or part thereof.
  - Hall 3 at Rs.5,75,000/-per day whether hiring is in full or part thereof.
  - Hall 4 & 5 at Rs.5,20,000/- per day whether hiring is in full or part thereof.

**OPEN AREA (12610 sq. mtrs)**

Area	Total (Sq. mtrs)	Rate per day/per sq. mtrs (setup & Dismantle)	Rate per day/per sq. mtrs (exhibition period)
Open Area 1	2310	70	138
Open Area 2	4300	70	138
Open Area 3	6000	70	138

**ADDITIONAL FACILITIES ATTACHED WITH EXHIBITION HALLS**

ExhibitionHall-1	Facility	Area (sq.mtrs)	Rate per Day
Front Upper Level	AC office, LAN, Attached pantry, excluding furniture	108.12	5750
Front Lower Level	AC VIP Room, Attached pantry, excluding furniture	55.10	4600
ExhibitionHall-2	Facility	Area (sq.mtrs)	Rate per Day
Front Upper Level	AC office, LAN, Attached pantry, excluding furniture	108.12	5750
Front Lower Level	AC VIP Room, Attached pantry, excluding furniture	55.10	4600
Front Lower Level	AC Room, excluding furniture	55.10	4600

<b>Exhibition Hall-3</b>	<b>Facility</b>	<b>Area (sq.mtrs)</b>	<b>Rates per Day</b>
Front Lower Level Right Side	Non-AC, excluding furniture	24	4600
Front Lower Level Left Side	Non-AC, excluding furniture	35	4600
<b>Exhibition Hall-4</b>	<b>Facility</b>	<b>Area (sq.mtrs)</b>	<b>Rates per Day</b>
Front Left VIP Room	AC Room, excluding furniture, Attached pantry, excluding furniture	60	8050
Front Right Meeting Room	AC Room, excluding furniture	60	6900
Front Upper Meeting Room	AC Room, excluding furniture	50.3	6900
Meeting Room Backside (left)	AC Room, excluding furniture	41.6	5750
Meeting Room Backside (Right)	AC Room, excluding furniture	41.6	5750
Meeting Room Backside (Upper Left)	AC Room, excluding furniture	34	5750
Meeting Room Backside (Upper Right)	AC Room, excluding furniture	34	5750
<b>Exhibition Hall-5</b>	<b>Facility</b>	<b>Area (sq.mtrs)</b>	<b>Rates per Day</b>
Front Left VIP Room	AC Room, excluding furniture, Attached pantry, excluding furniture	60	8050
Front Right Meeting Room	AC Room, excluding furniture	35	6900
Front Right Upper Meeting Room	AC Room, excluding furniture	35	6900
Front Upper Meeting Room	AC Room, excluding furniture	104	15000

**CONFERENCE CENTRE DIMENSION OF HALLS AND CHARGES**

<b>Halls</b>	<b>Area (Sq.mtrs)</b>	<b>Approx. Capacity (Theatre Style)</b>	<b>Rates per Day</b>
Full Convention Centre			532310
Jacaranda	1368	1400	228135
Gulmohar	679	700	136880
Cassia	330	250	53235
Parijatha	168	100	45630

Hybiscus (Boardroom)	164	40 Board Room Seating	68450
Bougainvillea	60	20	15210
ProtocolLounge	193	-	57800
Lagoon	191	-	38025
Amphi Theatre		250	152090
StageSet-up			75 per sq. ft.

Note: This rate is for bare halls (Jacaranda, Gulmohar & Cassia) with AC and general lights. Carpets, furniture, sound & special lighting system, stages etc. are to be arranged by the organizer at their own cost. In Hall Parijatha carpeting is done. Video Conferencing in Hybiscus (boardroom) will be at an additional cost of Rs.22,000/-per day. Lagoon area to be used only for catering purposes.

#### FOOD COURT - 8200 SQ.MTS BUILT UP SPACE IN THREE FLOORS

Levels	Type of Food Served
Ground Floor	Fast Food & Take Away
First Floor	Fine Dining
For Dinner First Floor Exclusive	Rs.1,13,850/- per evening

\*This facility will be managed by IMTMA

#### SIGNAGE CHARGES

	Size	Location (Outside)	Amount (PerEvent)
Light Poles in BIEC	25 Nos	Strategic locations in front of Halls	38000
Entrance Plaza	10' x 6'	At Entrance Plaza (4 Numbers)	13500 each

Hall 1	10' x 10'	Facing Hall No. 1 (2 Numbers)	22750 each
	3.4' x 38.3'	U shaped grill in front of HALL 1 3.4 * (10.9 +16.3 + 11.10)	30500
Hall 2	10' x 20'	Side wall (2 Numbers)	45500 each
Protocol Lounge	15' x 7'	Protocol Lounge (Outside)	22500
	15' x 7'	Protocol Lounge (Outside)	22500
Conference Centre	15' x 10'	Adjacent to Conference Centre (2 Numbers)	34000
	10' X 10'	Unipole in front of Hall 3	22750

Hall 3	10' X 15'	Unipole in front of Hall 3	34000
	<b>Size</b>	<b>Location (Inside Halls) - Backlit</b>	<b>Amount (Per Event)</b>
Hall 1	15' x 10'	On Left side on the exhibition wall	38000
	15' x 10'	On Right side on the exhibition wall	38000
	30' X 15'	Front facing on the exhibition wall	53000
Hall 2	30' x 15'	On wall facing the entrance	53000
	20' x 10'	On Left side on the exhibition wall	38000
	20' x 10'	On Right side on the exhibition wall	38000
Hall 3	20' X 10'	On wall facing the entrance	38000
	20' x 10'	On wall facing Hall 3 main entry	38000
	20' x 10'	On the wall above the main entry (inside)	38000
	30' x 10'	On railings of Hall 3B facing Hall 3A	53000
	40' x 10'	Above Glass Door	70500
	20' x 10'	On wall facing the entrance	38000
Hall 4	20' x 10'	On wall left side and right side (3 each side)	38000 (each)
	30' x 10'	On wall facing the entrance and rear side (1 each side)	53000 (each)
Hall 5	20' x 10'	On wall left side and right side (3 each side)	38000 (each)

### TECHNICAL SERVICES POWER

Power Connection	Per KW connected load	950.00	Contracting & cabling costs up to the stand distribution point. This cost does not include internal wiring & fitting. Arrangements for these can be made against actual demand at extra costs.  Connection & consumption charges to be deposited in advance.  Consumption charges are based on Diesel Price of Rs 95.00 which would change depending on the cost of the same during the event.
Power Consumption	Per KW connected load	290.00	

### COMPRESSED AIR

Compressed air connection charges	Per connection	5000	Duration of operation 12 hr/day  Contracting & piping costs up to the stand distribution point. This cost does not include internal distribution to all machines & fitting for supply. Arrangements for these can be made against actual demand and at separate cost Each compressor can be connected up to 100 connections  The charges are subject to a minimum number of 20 connections
Compressed air consumption charges	Per connection/day	1500	

### WATER

Water Connection charges	Per ½ inch connection (wash basin)	2000	Duration of operation 12 hr/day  Contracting & piping costs up to the stand distribution point. This cost does not include internal distribution to all machines & fitting for supply. Arrangements for these can be made against actual demand and at separate cost
Water consumption charges	Per connection / day	60	

### TELEPHONES

Telephone Connection	Per Connection per day	2000	Cabling will be done for the same by the BIEC team. Additional usage would be charged at actuals.
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\* Statutory Taxes as applicable at the time of using these services

**NOTE:**

**Payment Terms:**

For booking of any event at BIEC, a license fee is required to pay with the venue booking application form. Organisers are required to follow the payment schedule below for the payable amount. The percentage of the total payable will be clubbed if the event is finalized at shorter notice.

No. of Days (Prior to Event)	Percentage of Total Payable Amount
181-365 days or more	10% of Rentals
91-180 days	20%
31-90 days	20%
30 days	50%

**Discount:**

a. Loyalty discounts on space rentals are offered when consecutive events are hosted only in BIEC.

Loyalty Discount, if applicable, would be applied at the time of payment of the last instalment of License Fees which is as under.

- a. First edition : 25% discount.
- b. Second edition : 6% on space rentals
- c. Third edition : 8% on space rentals
- d. Fourth edition & Thereafter : 10% on space rentals

Events/Exhibitions held in rotations at BIEC also qualify for this Loyalty Discount.

b. The Organizers shall be eligible for Lean Period discount which shall be applicable to exhibitions /events hosted during the months commencing from April to August.

The Lean Period discount shall be:

- 1. April, May & June : 50%
- 2. July & August : 25%

These discounts shall however be applicable only to space rentals and for first time exhibitions/events hosted during the Lean Period and continue to remain in Lean Period only.

The Lean Period discount, shall however, not be applicable to the Events/Exhibitions already hosted and/or to be hosted during the period other than the Lean Period.

*IMTMA, however, reserves the right to amend and/or terminate the terms of Lean Period and Loyalty Discount as and when it deems fit.*

*No two discounts can be clubbed*

## Cancellation and Refund Policy

### 1. Cancellation Fees

In the case of cancellation of booking, the following cancellation charges shall apply, calculated as a percentage of the License Fee or Advance Payment received:

Notice Period (Days Prior to Event)	Cancellation Fee (% of License Fee / Advance Received)
More than 365 days	0%
271 – 365 days	20%
181 – 270 days	30%
91 – 180 days	50%
31 – 90 days	70%
0 – 30 days	80%

### 2. Refund Process

A- The applicable cancellation fee shall be deducted from the total License Fee or Advance Payment received. In the scenario that the received amount is insufficient to cover the cancellation fee, the Client shall be liable to pay the outstanding balance. The Client shall be liable to pay the outstanding balance within ten (10) days from the date of notification. Failure to settle the balance may result in legal action or additional penalties as per applicable laws.

B- The remaining refundable amount, if any, shall be processed and returned to the Client within **30 (thirty) days** from the date of receipt of the written cancellation notice.

C- Refunds shall be made through the same mode of payment as originally received unless otherwise agreed upon in writing.

D- The Company shall not be held liable for any delays in refund processing due to unforeseen circumstances, banking procedures, or third-party payment processing delays.

Mere advance payment to book the venue or execution of License agreement by the Party/exhibitors does not amount to confirmation of the venue. The party must duly execute the License agreement and make FULL payment to confirm the venue.

The above-mentioned terms/ charges are indicative and shall however, be subject to the terms and conditions of the contract and IMTMA's right to amend and/or terminate the terms above mentioned which shall be final and binding on the Parties.