

## Seminar Hall Booking

**This form is to be completed and returned by every exhibitor. If this service is not required, please endorse "not applicable" and return to the address below.**

Exhibitors willing to book seminar hall facility are requested to book the time slot for such hall by returning this form to **IEEMA Mumbai Office**. The details of the Seminar Hall facility and time slots available are as under.

### SEMINAR HALL AVAILABLE FOR PRIVATE CONFERENCE / PRESENTATION

HALLS AVAILABLE	Hall A	Hall B
CAPACITY OF HALLS (Auditorium Style)	50 Persons	25 Persons
FACILITIES AVAILABLE	Raised Dais with 1 Mike 2-Tables and 4 Chairs on Dais 1-Screen 50 Chairs for Delegates Carpeted Floor	Raised Dais with 1 Mike 1-Table and 2 Chairs on Dais 1-Screen 25 Chairs for Delegates Carpeted Floor
AVAILABILITY OF HALLS	From 18th January to 22nd January 2008 - All five days of the Exhibition	
TIME SLOTS AVAILABLE	1030 - 1130 Hrs. 1200 - 1300 Hrs 1330 - 1430 Hrs. 1500 - 1600 Hrs. 1630 - 1730 Hrs.	1030 - 1130 Hrs. 1200 - 1300 Hrs 1330 - 1430 Hrs. 1500 - 1600 Hrs. 1630 - 1730 Hrs.
CHARGE	Rs. 5,000/-/(US\$ 125) per time slot	Rs. 3,000/-/(US\$ 75) per time slot

*\* Above charges are exclusive of 12.36% of Service Tax and Educational Cess.*

#### NOTE:

- Time required to make the preparatory arrangements and winding up is included in the booking time. The Exhibitors are required to leave adequate margin of time, while arranging the programmes.
- Exhibitors are free to arrange their own audio-visual equipment.
- Catering facility for Tea / Coffee, light snacks could be organized by the exhibitors.
- Due to the limited availability, booking is available on first-come-first-served basis.**
- Please confirm your booking by sending a demand draft in favour of "ELEC RAMA-2008".

We are interested in booking a seminar hall  A /  B on \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

We are enclosing herewith our D.D.No. \_\_\_\_\_ for Rs. \_\_\_\_\_ in favour of "ELEC RAMA-2008" for the same.

SEND THIS FORM TO:

(PLEASE TYPE IN BLOCK LETTERS )  
(OR ATTACH BUSINESS CARD)

**Mrs. Priya Soman**  
**IEEMA**

501, Kakad Chambers, 132, Dr. Annie Besant Road  
Worli, Mumbai 400 018.

Tel. : +91 (022) 2493 6528, 2493 6529, 2493 0532

Fax : +91 (022) 2493 2705

E-mail: priya@ieema.org  
elecrama@ieema.org

Stall No. \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Company Stamp \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

PLEASE KEEP A COPY FOR YOUR RECORDS.

Cell \_\_\_\_\_