

# EXHIBITION STALLS

## FREQUENTLY ASKED QUESTIONS



### **Q. How do I rent a stall at Film Bazaar?**

A. Please write to [promotion@filmbazaarindia.com](mailto:promotion@filmbazaarindia.com) to request for an exhibition stall at Film Bazaar. Stalls are available on a first come first served basis and their booking will therefore depend on availability.

### **Q. What am I allowed to exhibit in the stall?**

A. In the stall you may put up posters and standees containing promotional brochures and advertising material.

### **Q. What is included in the stall fee?**

A. The stall price includes –

1. Accreditation badges for two participants from the same company
2. Company listing in the FB Market Guide.
3. The stall will be equipped with the following items –
  - a. Set-Up Walls | Partitions
  - b. Carpet
  - c. Furniture (2 Chairs and 1 Reception Table)
  - d. 1 Signage
  - e. 1 Display Rack
  - f. 2 Charging Points
  - g. 1 Waste Paper Basket

Additional costs will be charged on the following items –

- i. LCD TV
- j. DVD Player
- k. Extra Furniture

### **Q. How do I register myself after I have paid for the stall?**

A. Once you have made the payment towards the stall, you will need to send us the names and email ids of the 2 people who will receive the complimentary accreditation for Film Bazaar 2019. We will share a link where they can register themselves by filling out all the mandatory fields. Once that is done, they will receive an email confirming that they have been registered as delegates for Film Bazaar 2019.

### **Q. On registering for Film Bazaar 2019 and purchasing a stall will I get access to the guest list to be able to understand my target audience in a better way?**

A. Yes. As a registered delegate for Film Bazaar you will gain complete access to other registered guests at the market. You shall be given a username and password on registration, which you can use to access your profile as well as view the profiles of other registered delegates. In case of any further queries, please write to us on – [promotion@filmbazaarindia.com](mailto:promotion@filmbazaarindia.com) with email subject - 'Booking of Stall'.



**You can download the Rental Contract (pdf) [here](#).**

The above contract includes a form and terms and conditions, that need to be filled by you or your company, containing details that need to be entered pertaining to the booking of your stall. You may email the completed Rental Contract to us on [promotion@filmbazaarindia.com](mailto:promotion@filmbazaarindia.com) with email subject – ‘**Stall Rental Contract**’.

OR

Courier the contract to us on the following address:  
Stall Booking 2019  
NFDC Film Bazaar, 6th Floor  
Discovery of India Building, Nehru Centre  
Dr. Annie Besant Road, Worli  
Mumbai 400018, India

**When can we move in to our booth?**

The set-up of the booths will start on November 19, 2019. The Exhibitors can move in on 20th Nov, 2019.

**When can we break down our booth?**

Exhibitors may begin dismantling their displays immediately after the market closes on November 24, 2019 at 6:00 p.m.

The exhibitors can only remove and pack the materials that they have brought-in while setting up the stall, they cannot remove any equipment, electrical appliances, furniture or publicity materials that have been provided by Film Bazaar and the event management team.

Any damages to the appliances, electrical and furnitures needs to be reimbursed to the concerned vendors.

**Where do I ship my booth materials?**

Exhibitors can ship the booth materials in the name of NFDC Film Bazaar 2019 to Marriott Resort and Spa, Goa.

**Where do I check in to get my truck unloaded?**

Exhibitors can call Mr. Mackenzie Parerira, Cell No. +91 98225 82354 or Email [mackenzie@emc-goa.com](mailto:mackenzie@emc-goa.com) before checking-In at Marriott Resort and Spa, Goa.

**Can I set up my own booth?**

No, the Exhibitor needs to be allotted their respective booth by the person in charge. After the booth has been set-up as per the exhibitor’s requirement, the exhibitors are free to design it or decorate it as per their need without making any Major changes to the structure.

**Can I have a hanging sign over my booth?**

The exhibitors can have Hanging signs inside their booth but No Signs or standees can overlap the neighboring booths.



**How do I find out my booth number and/or where I am located on the show floor?**

The booth numbers will be allotted to the Exhibitors by the representative of NFDC Film Bazaar handling Stalls and Promotions.

**Can I register on-site?**

We highly recommend that the exhibitors to register in advance to avoid delays when you arrive on-site. The name of the booth personnel, their picture and the contact details needs to be e-mailed to [promotion@filmbazaarindia.com](mailto:promotion@filmbazaarindia.com) before November 18, 2019. . Registration will be open on November 20, 2019 at the venue. Exhibitors can contact the registration kiosk to obtain their exhibitor's badge and/or register additional staff.

**How do I register my exhibitor booth personnel?**

There are two exhibitor batches which will be complimentary with the exhibitor stall. The name of the booth personnel, their picture and the contact details needs to be e-mailed to [promotion@filmbazaarindia.com](mailto:promotion@filmbazaarindia.com) before November 18, 2019. In case the Exhibitor wants to register their personnel on-site, he/she can do so at the registration counter at the venue.

**When will I receive my badge?**

You will pick up the Delegate Badge from the Registration Kiosk at the Marriott Resort, Goa from November 20 onwards.

Each delegate must present a valid photo ID and collect their own badges. For further details please visit Badge Collection/Pickup.

**what is a Market guide listing and how do I make sure my company is listed properly?**

A Market Guide is a directory listing of the contact information and product categories that will be published both on the Film Bazaar website and the Market Guide hard copy. It's a key tool for promoting your company, product or services to attendees during and after the market. The final deadline for entering your information to be included in the printed Market Guide is 5 November 2019.