



DHAKA INTERNATIONAL BOOK FAIR-2019

Date: 21-27 November 2019

Venue: Bangladesh Shilpakala Academy,
14/3 Segunbagicha, SegunBagicha Rd, Dhaka-1000. Bangladesh

Registration Form

1. Name of Participant/Company:

Country:

City:

Phone:

Fax:

E-mail Address:

Web Address:

2. Category (put (✓) in appropriate box) :

Publisher

Distributor

Agent

3. Publisher/ Distributor/Agent:

Contact Person:

First Name:

Middle Name:

Last Name:

Trade License No.(if applicable):

Expiry Date:

Country of Origin:

Passport no. (In case of Individual):

4. Brief information about the Participants/Company:

5. Total Number of Titles:

6. Number of Unit (put (✓) in appropriate box):

1

2

3

4

7. Information about Arrival & Departure of Publisher/Distributors/Agent:

Tentative date for Arrival:

Tentative date for Departure:

8. Mode of Book Transportation (put (✓) in appropriate box):

Sea

Air

Other

I/We have carefully read and accepted all terms and conditions mentioned overleaf for participation in the Fair.

Date and place

Signature of applicant with official seal

TERMS& CONDITIONS FOR PARTICIPATION

General Provisions

1. International and national publishing houses, book distributors, book sellers/ agents, copyright agencies and all institutions engaged with books and book related issues, are eligible to participate in the fair.
2. The organizer will bear the cost of installation of stalls. The participating organization/ company will bear the decoration cost of the stall and its other related expenses.
3. The rent of the stall will be borne by the participating organization/ company.
4. The participating organization/ company will arrange and bear their own costs relating to accommodation, transportation and food.
5. The participating organization/ company will manage transportation of books to and from the airport and to the exhibition venue by their own arrangement.
6. Incidental costs will be borne by the participating organization/ company. Related support will be provided by the organizer.
7. Respective Bangladesh Mission, situated in the applicant's country will provide necessary support for issuing visa and immigration issues. If there is no Bangladesh Mission in a country, the Bangladesh Mission in the corresponding 'Country of Accreditation' will provide the visa and immigration support.
8. A special desk will be established to welcome the foreign participants at Hazrat Shahjalal International Airport, Kurmitola, Dhaka.
9. The organizing authority has the right to change or amend any part of the Terms & Conditions set out in the 'Terms & Conditions for Participation'.
10. The organizer reserves the right to confiscate or close down stall for violation of any of the terms and conditions set out in the 'Terms & Conditions for Participation'.
11. The organizer reserves the right to increase or decrease the required number of stalls applied for.

Exhibits

Books, magazines, notes, cards, stamps, plates, CDs, audio and video recordings, slides, geographical maps, atlases, globes, modern publishing techniques and equipment of copyright are eligible for exhibition or sale in the fair. No books or other related publications which are, detrimental to the society and can create discriminatory situation among the people or countries, are not allowed to exhibit or sell in the fair. The organizer is not responsible for such type of acts.

Stall/Stand area, Means and Services

- a. One single unit stall, with the size of 6 Sq. meter will be allotted to each participant at a cost of \$240.00/ BDT 20,000.00 approx. (US\$ Two Hundred and Forty/ BDT Twenty Thousand). 2 or 3 units of stall may be allotted according to the prior requisition of the participants.
- b. One unit stall space specimen drawing and rent process is mentioned in the website: www.dhakainternationalbookfair.org.
- c. The stalls shall be used only for exhibiting or selling books or books related issues by the allotted publishers, distributors or agents. The stalls will not be allowed to use for any other purpose.
- d. Any harmful activities by the participants will not be allowed in connection with the participation of the Dhaka International Book Fair 2019.
- e. The organizer will take decisions regarding the allotment of the stalls among the participants through lottery.

- f. The participants will not be allowed to leave the stall keeping unattended during fair time.
- g. The work of placement of the books in the allotted stall shall be completed at least one day before the opening of the fair. Dismantling of the stall is allowed only after official closing of the fair.
- h. Insurance policy for fire and accidental damage must be taken by every participant for their own safety. Coverage must include the values of stock, furniture and fittings, electronic items as well as value of materials of interior decorations. Photocopy of the insurance policy certificate and/or money receipt for payment of premium obtained from the insurance company must be shown to the authority concerned as and when necessary.
- i. The organizer will not be liable for any damage or harm done to the books or other resources kept in the stall during fair.
- j. The organizer preserves the right to make any change/correction/modification of this 'Terms & conditions for participation' and any other related decision is connection with the Dhaka International Book Fair 2019.