

## GUIDE TO ONLINE APPLICATION FOR SPACE

### EXHIBITOR REGISTRATION / ONLINE STALL BOOKING GUIDE

Space application is online. To book a booth online please follow the following steps:

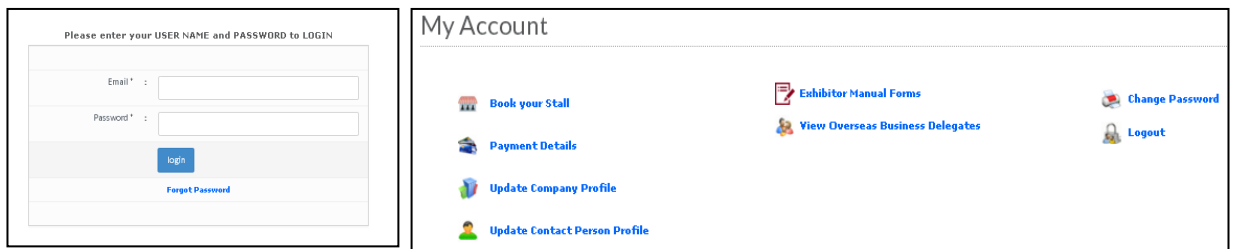
1. Visit the event website [www.capindiaexpo.in](http://www.capindiaexpo.in)
2. Register as an exhibitor via the registration link in the menu.



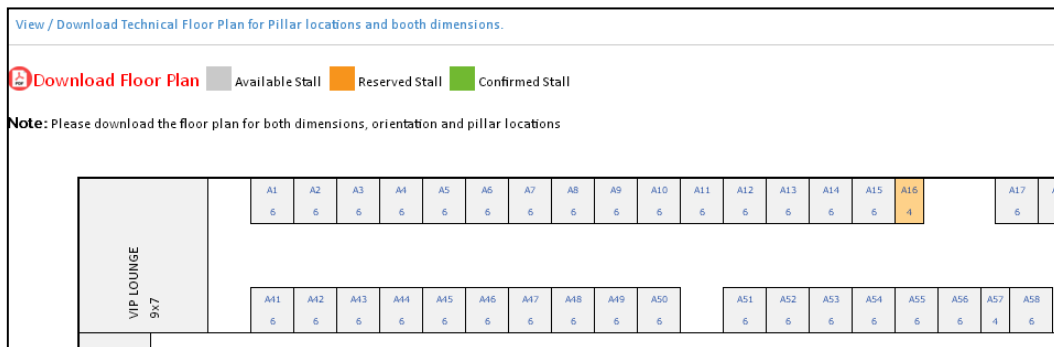
3. Complete the registration form with correct details. You will receive your login details to the registered email provided in the registration form.
4. Book Your Booth - Click on "Login" link provided at the top right corner of the website



5. Login with your Email and password that was sent to your registered email and on successful login Book your stall



6. View Floor Plan and Select your booth by clicking on the available booth of your choice. All relevant information will pop up on clicking on the booth like Area, Booth Type, Cost



- Verify the details, check acceptance of terms & conditions and cancellation and refund policy  
Submit your reservation request

### Stall Details

[View / Download Technical Floor Plan for Pillar locations and booth dimensions.](#) Back to Floor Plan

The organisers will review your application and shall reserve one stall for your organisation out of the three stall requests sent by you. Your stall reservation confirmation will be sent to you within the next 7 working days.  
The organiser reserves the right to select those exhibitors who will be permitted to exhibit at the show and the exhibition hall, area and the number of booths in which the exhibitor will be allowed to exhibit, in its sole and absolute discretion.

**Selected / Stall Choice**

Stall No :

Stall Type : Shell

Area : 6 Sq. m

Description : 3X2 Sq.M

Price : **27000**

Service Tax : 4050 (15%)

Total Amount : **31050**

I have read and accept the [refund policy](#) and [cancellation & refund policy](#).

» [View Refund Policy](#)

» [View Cancellation & Return Policy](#)

Submit Reservation Request

- An acknowledgement email will be send to your registered email.
- ADD PAYMENTS - View your proforma invoice and payment mode via the link provided in the acknowledgement email. Click on Add Payment

Payment Details Back

Add Payment

- Select Payment Mode and add payment details

Add Payment Back

**Payment Details**

Stall Name :

Payment Mode :

Add Payment

- If the payment mode is DD/Cheque/RTGS/NEFT the screen will be shown as below to fill the details.

Payment Details

Stall Name :

Payment Mode :

Date :

DD/Cheque No :

Name of the Bank :

Branch :

Amount :

Upload Prof :  No file chosen

File Restrictions : (File size: 1MB or less, File types: .jpg, .gif & .pdf)

Add Payment