

Guidelines & Application Form



1st Metal Forming Show Chennai

from the organisers of **ACWEE**



Venue



Chennai Trade Centre

Space Charges

Stall Type	Indian cost	Overseas cost
Bare space (20 sqm or above)	Rs. 9,200/sqm	US\$ 250/sqm
Shell Scheme (min 9 sqm)	Rs. 10,000/sqm	US\$ 275/sqm

Bare Space

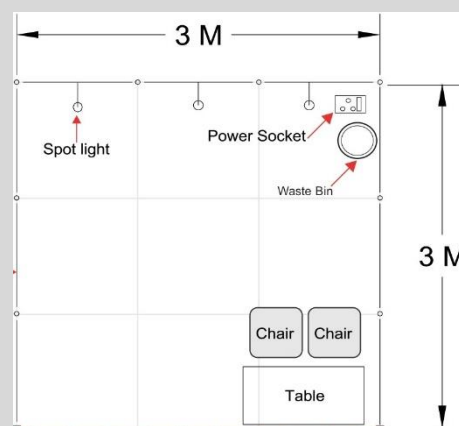
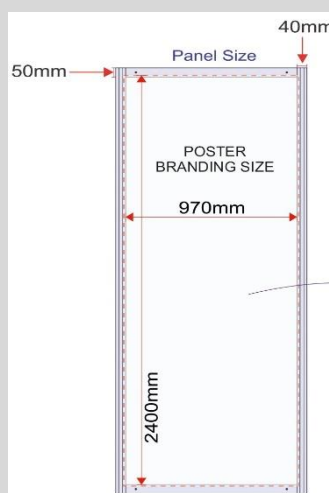
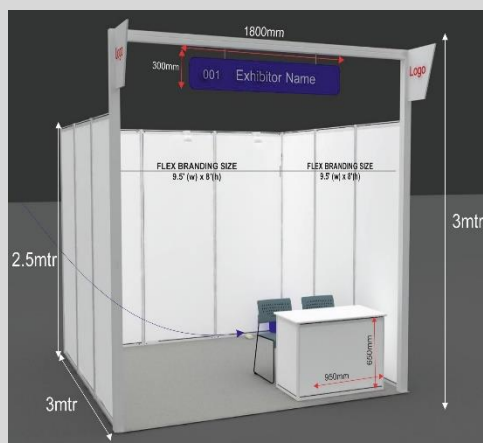
Bare space only, power and other additional utilities as per contractual rates

Bare scheme exhibitors to submit their stall design for approval to organiser before **31st July 2026**

Rules to follow

- Walls shared with other exhibitors should not exceed 3 meters in height. Beyond this limit wall height is not permitted
- Fascia should be displayed only in the front and permissible height is upto 4 meters only, fascia should not be beyond the height limit and on the side wall or behind wall not permitted
- Wall height to adhere to the limitation given by the organiser failing to this will not be allowed
- Exhibitor should complete stall fabrication by 3:00 pm on 26 Aug 2026. any exhibitor fails to complete the stall within the period will be charged a penalty of (failure to follow the guidelines will 10% penalty from participation charges)

Shell Scheme



- Pre-fabricated ready to use booth with standard fittings will be provided by the organiser.
- Modular system panels (2.5 m height) will be provided.
- Fascia name with booth number will be given only by the organiser, no other fascia structure or wood structure will be allowed.
- Exhibitors opted for shell scheme cannot disturb the standard shell panels given by the organiser

- Any damage to the wall panel will incur a damage cost of Rs. 2500 plus tax to each panel
- 1 table, 2 chairs, 3 spot light, 1 power socket (5 amps) carpet flooring will be provided by the organiser
- Exhibitors using extra lights shall apply for additional power

Vantage charges

2 Side open	12% extra from the participation charges
3 Side open	15% extra from the participation charges
4 Side open / Island	20% extra from the participation charges

Prime Location Charges - 10% extra

- A premium of 10% from the participation charges will be charged, besides vantage charges.
- The first row of layout / facing the main entry to hall is defined as prime location
- The availability of prime location stands is limited and will be allotted on first-come-first-serve basis

Mezzanine Charges - 50 % of basic space charge

- Exhibitors opting for raw space of 150 sqm or above only are eligible to construct mezzanine floor (two- storey) in their stand.
- A maximum of 25 % of the allotted space can be used for mezzanine floor construction. 50% of basic space charges will be applicable toward mezzanine floor charges.
- Vantage charge & prime location charge would not be levied for mezzanine area.
- Mezzanine floor area cannot be substituted for any type of branding purposes, detailed final guidelines regarding construction of mezzanine would be available in the exhibitor manual
- Ability certificate to be produced along with the design for approval. without the submission of ability certificate and organisers approval. mezzanine floor constructors will not be permitted

Security Deposit

Area	Indian Exhibitor	Foreign Exhibitor
Per Sqm	Rs. 1000/Sqm	25 US\$/Sqm

Important Note:

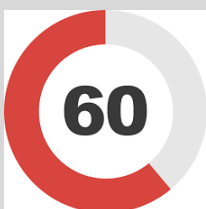
- Security deposit should be paid along with the 1st instalment
- Security deposit will not be adjusted against any amounts due, for which proforma invoice have been raised on exhibitors

- Security deposit would be refunded to exhibitors approximately 90 days after the end of the exhibition, provided all dues payable by the exhibitor to the organisers (including cost of damages caused by the exhibitor/authorised representatives of exhibitors, or damages/ losses suffered by the organisers due to any act/ omission of the exhibitor/ agent) are cleared, and the exhibits have been removed from the exhibition grounds as per schedule.
- Exhibitors must submit the TDS (income tax) certificate in original to claim the security deposit.
- TDS is not applicable on security deposit

Utility charges

Utility	Indian Exhibits	Foreign Exhibits
Power (per KW)	Rs. 3500	75 US\$
Compressed Air (per conn)	Rs. 20000	350 US\$

Payment

Stage 1:	Stage 2:	Stage 3:
		
Payment with application - 30% of total space charges including vantage charges, prime location charges & mezzanine charges (this payment is necessary for confirmation of space)	60% of total space charges to be received on or before 28 Feb 2026. Later to the mentioned date participation will be cancelled and cancellation charges will be levied. Bookings from 01 Mar 2026, payment with application - 60% of total space charges including vantage charges, prime location charges & mezzanine charge (this payment is necessary for confirmation of space)	100% of total space charges to be received on or before 31 Apr 2026. Later to the mentioned date participation will be cancelled and cancellation charges will be levied. Bookings from 01 May 2026, payment with application - 100% of total space charges including vantage charges, prime location charges & mezzanine charge (this payment is necessary for confirmation of space)

- In case of Indian exhibitors, payment to be made thru online transfers i.e. NEFT/RTGS or cheque/DD

- In case of overseas exhibitors, payment to be done thru telegraphic transfer
- TDS may be deducted at applicable rates from time to time
- Taxes if any paid-on instalment will not be adjusted/refunded even in case of reduction in area or cancellation of preparation

Mode of payment

(a). Indian exhibitors by demand draft/payable at par cheque in favour of Ambattur Industrial Estate Manufacturers' Association payable at Chennai only.

(b). Foreign Exhibitors by swift transfer only

Beneficiary : AIEMA - ACMEE
Karur Vysya Bank, Chennai-Mogappair
Beneficiary A/C no : 1263155000050329
Swift Code : KVBLINBBIND

RTGS / NEFT – Details

Beneficiary name : AIEMA - ACMEE
Name of the Bank : Karur Vysya Bank
Branch : Chennai - Mogappair
Bank Address : No.13/6 Tiruvallur Road, A N Plaza, Perumal Nagar, Mogappair,
Chennai – 600037
Account type : Saving Account
IFSC Code : KVBL0001263
Bank Account No. : 1263155000050329

Damage to property

The exhibitor is liable for any damage caused to the building, floor, walls, panels and carpet or to the standard items and fittings & fixtures provided within the stand the exhibitors should not apply paint, adhesive or any such material, which would damage the fittings, fixtures and furniture provided by the organiser.

Cancellation

Once an application is accepted by the organisers, **no reduction in the booked space will be permitted**. If the applicant cancels the booking the advance paid will be forfeited and the reserved booth will be released or re-allotted to other applicants. The organisers' decisions in this regard will be final and binding.

Cancellation Policy:

- Cancellation up to **28 February 2026** – 30% of the participation charges will be forfeited.

- Cancellation between **1 March and 30 April 2026** – 60% of the participation charges will be forfeited.
- Cancellation after **30 April 2026** – No refund will be made.

Exhibitor Info

A detailed exhibitors' manual would be furnished to all exhibitors, to facilitate their participation in the show.

SCHEDULE

28- Feb- 2026 Last date for application	26 – July - 2026 Last date for completion of stall construction before 3:00 Pm
30 - Dec - 2025 Dispatch of Stand allotment advice, Proforma Invoice for balance payment, Exhibition hall layout, Participation Certificate and Exhibitors' Manual	26 – Aug - 2026 & 30– Aug - 2026 No vehicles will be allowed inside the hall after 1:00 Pm on 26 Aug 2026
31 – April - 2026 Last date for balance payment	26 – Aug - 2026 Site handling of exhibits and vehicle movement inside CTC will not be permitted. Wood working, welding, painting, etc. will not be allowed. However, exhibitors are permitted to work within their stand to attend to finishing jobs up to 03.00 p.m. only
25 – Aug - 2026 to 26 - Aug- 2026 Stand setup for exhibitors opting for raw space	27 - Aug - 2026 to 30 – Aug - 2026 Duration of exhibition
26 - July - 2026 Stand possession to exhibitors opting for shell scheme construction	30 - Aug - 2026 to 31 - Aug - 2026 Dismantling



MF INDIA 2026

1st Metal Forming Show Chennai

from the organisers of **AMEE**

APPLICATION FORM

Application date:/...../..... Form No:

Company*.....

GST Number*..... PAN Number*.....

Address*.....

City*.....Pin/Zip*.....State*.....Country*.....

Email*.....Website*.....

CEO's Name*.....Email*.....

Phone (Direct)*.....Mobile.....

Contact Person for Exhibition*.....Designation*.....

Email*.....Phone (Direct)*.....Mobile.....

Name on the Fair Directory (Max. 15 Characters) *

We are *

☐ Manufacturers ☐ Sales/Trading Company ☐ Service Company ☐ MNC
Company

1.Space Charges. (Raw space: min. 20 sqm., Shell Scheme: min.9 sqm.)

Bare Space* ☐ (Rs.9200/Sqm) Shell Scheme* ☐ (Rs.10000/Sqm)

Overseas Company

Bare Space* ☐ (US\$250 /Sqm) Shell Scheme* : ☐ (US\$275 /Sqm)

Space Requirement* : (Sqm).....

2. Vantage Charges

i) 2 Side Vantage 12% of space charges

ii) 3 Side Vantage 15% of space charges

iii) 4 Side Vantage 20% of space charges

3. Prime Location Charges 10% of space charges

4. Mezzanine Floor Charges 50% of basic space charges

5. Product Profile* (For Directory Listing Max 100 Characters)