APPLICATION FORM SET
(TO BE SUBMITTED)
FOR
NEHRU CENTRE EXHIBTION SPACE
HALL OF KNOWLEDGE / HALL OF VISION
(Nehru Centre Registered under the Societies Registration – Act, 1860)

Dr. Annie Besant Road, Worli, Mumbai – 400 018.
Tel: +912224964676/80 Ext: 139 Fax : +912224965857

To,
Director (Finance & Administration),
Nehru Centre,
Dr. Annie Besant Road,
Worli, Mumbai – 400 018.

Dear Sir,

Kindly grant me/us permission to use the Nehru Centre Exhibition Space in the **HALL OF KNOWLEDGE/**

HALL OF VISION for _____

from_____to_____

I/We have read the Rules and Regulations relating to the administration of the Exhibition Space as stipulated by you and furnished to me/us separately and I/We hereby agree to abide by them.

I/We also hereby agree and undertake to observe and perform all the rules and regulations of B.M.C. and also follow, all the legal formalities in connection with the area of the exhibition hall(s). I/We hereby state that I/We will not carry out any illegal or unlawful activity in the said exhibition halls(s). I/We hereby further agree to indemnify and keep indemnified the Nehru Centre as also its officials against any costs, charges, expenses, damages, claims or demands that may be suffered, borne or be made against them in view of the said exhibition halls(s) by me/us.

I/We herewith submit Bank Demand Draft No._____dt._____

drawn on _____for Rs._____

being 25% / 50% / 75% of the maintenance Charges for booking of exhibition hall space, drawn in favour of **Nehru Centre, Mumbai.** I also undertake to make further payments as stipulated in 7(I) of the Rules. Other payments of the remaining Maintenance Charges, General Security Deposit and Additional Security Deposit for electricity, etc. by Demand Drafts will be paid by me/us 5 working days (11 a.m. to 3 p.m.) before moving into the exhibition hall space.

I/We have noted that advance payment of the Maintenance Charges will be automatically forfeited if we cancel the confirmed booking of the Exhibition Space, irrespective of the fact whether I/We utilize the said exhibition space or not except when my/our application is not accepted by Nehru Centre.

The relevant information as required by you is given as follows:-

1. Name of Exhibition   :   _____

2. Exhibition Dates   :   From_____to_____

3. Exhibition Space to be :   From_____to_____
   Booked   (both days inclusive)

4. Details of exhibition
   giving aims and
   objectives   :   (Add detailed enclosure)

5. Space requirement   :
   (State clearly which
   Unit spaces are required

i)	Hall of Knowledge unit I
ii)	Hall of Knowledge unit II
iii)	Hall of Knowledge both I & II units. at the rates quoted in the schedule of maintenance charges under the rule 7 of Rules & Regulations.
iv)	Hall of Vision unit A
v)	Hall of Vision unit B
vi)	Hall of Vision unit C
vii)	Hall of Vision A, B & C
viii)	Store Room of unit A
ix)	Store Room of unit C

Note : Charges for Store-rooms (i.e for 'A'& 'C') are compulsory during the exhibition period pertaining to the booking of their respective halls.

6. Electricity   :   i) _____ KW for lighting
   requirement

                                 :   ii) _____ KW for power connections required for

   _____

   _____

   (Enclosures, if necessary)

7. Is admission free or
   by tickets   :

8. Name of Institution   :
   Company Organisation
   (organising the exhibition)

   i)   Year of establishment :

   ii)   List of previously
          Organized exhibitions
          With dates & place :

9. Address &
    Telephone No.   :

10. Applicant's full name   :

11. Applicant's connection
    With the Organisation
    Institution   :

12. Name of the Chairman/
    President/ Head of the
    Exhibition Organisation
    Institution, Company   :

13. Refund of G.S.D
    (indicate clearly in what
    Name the refund of Balance
    Of G.S.D. to be made &
    receipts of payments
    to be issued by us).   :

     The Director (Finance & Administration) of Nehru Centre will be informed about the final details of the Exhibition programme 15 days before it states. I / We / am/ are aware that the Nehru Centre's decision to accept of rejects my / our application shall be final and binding on me / us.

                  Yours faithfully,

Date: Signature of applicant

No. of enclosures   Name & Designation

SINGATURE OF THE APPLICAT:

Name   :   _____

Designation :   _____

Address   :   _____

                        _____

Date   :   _____

Office Seal

SIGNATURE AND THE NAME AND ADDRESS OF THE WITNESS :

_____

_____

_____

_____

(Sign & submit along with application)