

The Largest Alumni Enterprise Exhibition

December 9th - 13th, 2026, CODISSIA Trade Fair Complex, Avinashi Road, Coimbatore - 641 014.

Venue :

CODISSIA TRADE FAIR COMPLEX,
G.V. Fair Grounds, Avinashi Road,
Coimbatore - 641 014, India
Phone : +91 422 2222396, 2222397

Fair Timings :

- 10.00 am to 6.00 pm
- Exhibitors Entry - 09.30 am to 5.00 pm
- Business Visitors - 10.00 am to 2.30 pm
- General Visitors - 02.30 pm to 5.00 pm
- Fair will be closed at 4.00 pm on 13.12.2026

Basic facilities :

- **Built up stall** includes pre-fabricated octonorm system, wall to wall carpet, fascia name board with company name and stall number, one information table, two chairs, three spotlights, one 5 amps plug point and a dustbin.
- **Bare space** exhibitors will have only marked floor space without carpet.

Electricity Usage

- One 5 Amps plug point will be provided to power electronic gadgets. If used to run other equipment, a minimum of 1 KW or actuals in slab rates will be charged.
- Proper electrical fixtures and connectors must be used at all junction points. Usage of loose or exposed wires will not be permitted.

STALL CHARGES, ADDITIONAL SERVICES & CHARGES

1. Stall Charges

- 1.1 Built-up Stalls - ₹ 3000 per m²
- 1.2 Bare Space (Minimum 24 m²) - ₹ 2500 per m² (Maximum permissible height of stall is 12 Feet only)
- 1.3 Outdoor (Minimum 50 m²) - ₹ 1500 per m²
- 1.4 Vantage Charges
 - Two Side Open - 10% Extra
 - Above Two Side Open - 20% Extra
 - Extra Mezzanine Flooring - 50% Extra on the Stall Area

Note : Applicable Taxes & other levies as per Govt. Rules & Notification will be collected separately

2. Refundable Security Deposit

- 2.1 Besides the charges mentioned above, Exhibitors need to pay a Refundable Security Deposit to the Organisers as per the table below:

Area Upto 24 m ²	-	₹ 15,000
From 25 - 50 m ²	-	₹ 25,000
From 51 - 100 m ²	-	₹ 45,000
101 m ² & above	-	₹ 500 per m ²

These charges are to be paid along with the application. Security deposit will not be adjusted against any amounts due, for which Proforma Invoice has been raised on Exhibitors.

- 2.2 Security deposits would be refunded to Exhibitors approximately 60 days after the end of the exhibition, provided all dues payable by the Exhibitor to the Organisers are cleared. This Includes submission of TDS Certificates (if deducted), cost of damages caused by the exhibitor / authorised representatives of Exhibitor, or damages / losses suffered by the Organisers due to any act / omission of Exhibitor / Agent, removal of Exhibits from the exhibition grounds as per schedule. **Exhibitor must submit the TDS (Income Tax) certificate in original to claim the security deposit**
- 2.3 Furnishing your bank account details in the digitalized stall reservation form is mandatory to effect refund of security deposit and other excesses, if any

3. Bank Account Details:

Account Name: PSG TECH ALUMNI FOUNDATION
Account type: SAVINGS ACCOUNT - TRUST
Account No: 003694600001736
Branch Code: 000036
Bank: YES BANK
Branch: Coimbatore, Tamil Nadu
IFSC Code: YESB0000036

4. TDS Deductions

- 4.1** The Organiser, **PSG Tech Alumni Foundation** (PAN No. AADTP1738K ; GST No.33AADTP1738K1ZG ; TAN No: CMBP07451D) is a trust established for the purpose of promoting technology, innovation, entrepreneurship, industry interaction, alumni engagement, and knowledge exchange through trade fairs, exhibitions, seminars, workshops, and related events. One such event organised by **PSG Tech Alumni Foundation** is **"Products of PSG Products"**.

Tax as applicable under Section 393(1) of the Income Tax Act, may be deducted at source and FORM 131 is to be issued in the name of PSG TECH ALUMNI FOUNDATION, PB.No:1611, PSG College of Technology, Avinashi Road, Peelamedu, Coimbatore - 641 004, Tamilnadu, India. (This tax is currently @ 2%). TDS will not be applicable for security deposits.

- 4.2** Filing of returns by participants have to be done on or before the due date in the respective year, to enable us to take note of the same.
- 4.3** In case of belated TDS, the concerned amount can be recognized and adjusted only when the Income Tax department allows due credit in our tax assessment.
- 4.4** Furnishing of GST & TAN is compulsory, without which stall booking cannot be processed.
- 4.5** An exhibitor who fails to remit TDS, will not be allotted stall in the next edition. Delayed response from the exhibitor will result in their preferred stall / hall not being considered by the Organiser for the next edition of the event.

5. Application for Participation

The exhibitor must apply online through the link shared by our team, which implies acceptance of Terms & Conditions.

6. Payments

- 6.1** All payments towards any charges should be made in favour of **PSG TECH ALUMNI FOUNDATION**, payable at Coimbatore by bank transfer.
- 6.2** For payment made vide RTGS/ NEFT, the payment transaction details (UTR No.) must be shared via email for reconciliation.
- 6.3** 100% payment on Stall Charges and all additional service charges including refundable security deposit is mandatory for confirmation of stall.
- 6.4** Balance payment towards stall & other charges to be paid as per terms laid down in the Proforma Invoice.
- 6.5** No application will be entertained without payment.
- 6.6** Entry of Exhibits will be permitted only after receiving 100% payment for all charges including GST and security deposit.
- 6.7** Invoice will be raised on completion of the fair and on receipt of 100% payment including GST.
- 6.8** Invoice will be raised as per details submitted through the online stall reservation form. **No change in details will be permitted in the final invoice.**

7. Additional Service Charges

Power required by exhibitor will be made available at extra cost as given below.

7.1 Cost of Power

On connected load / requested load, whichever is higher (Subject to a minimum of 1 KW) and charges will be ₹ 4,000/- per KW

- The above charges include wiring up to the main switch board provided in the stall and are valid for the requirements received up to 19 Nov, 2026.
- Additional lighting (if any) & power for the same will be charged extra. (Refer point number 7.1)
- Any request for fresh / additional loads received after 19 Nov, 2026, will attract an additional 50% on the Per KW rates mentioned above.

7.2 Compressed Air - (Around 6 bar) - ₹ 20,000/- per connection

7.3 Water Charges - ₹ 12,500/- per connection

7.4 Security

The organisers will provide round-the-clock service for the general surveillance of the premises where Trade Fair is to be held. If required, exclusive security guards can be provided at extra charges during installation and removal of exhibits.

- 7.5 Exhibits Handling:** The services of cranes and forklifts through authorised contractors will be available at an additional cost. Detailed charges and procedures will be shared closer to the fair dates. All such charges must be settled directly with the authorised contractor before leaving the fair grounds. To estimate the applicable charges, exhibitors must share the container dimensions along with the total weight in advance.

TERMS AND CONDITIONS

1. Stall Allotment

The allotment of stall will be made strictly on "First come First served" basis and will be decided by the Organisers.

2. Withdrawal & Non-Participation – Cancellation Charges

Withdrawal & Non-Participation–Cancellation Charges Once the stall reservation form is submitted and advance paid, withdrawal of application or any reduction in requirement of space and service or not agreeing to pay for existing/additional taxes /levies as and when applicable will attract cancellation charges as indicated below. Withdrawal of application by an exhibitor on account of any reason including Force Majeure, strike, lockout, etc., will also be treated as cancellation of participation.

In such circumstance, the following cancellation charges will apply:

A. 120 days and more before the start of the fair:

25% of space charges (including vantage, mezzanine charges and applicable GST)

B. Between 119 to 91 days of the start of the fair:

50% of space charges (including vantage, mezzanine charges and applicable GST)

C. 90 days and less before the start of the fair:

100% of space charges (including vantage, mezzanine charges and applicable GST)

The date on which the written communication conveying cancellation of participation or reduction of stall space or services like power, compressed air and water is received by the organisers, shall be considered as the effective date of determining cancellation charges.

Organisers shall not deviate from the rules pertaining to cancellation even if the space is allotted to another applicant from the wait list. Decision of the Organisers shall be final and binding on all applicants.

3. Transport Documents

Participants shall take care to see that the transport documents of exhibits are full and complete to satisfy the statutory requirements to avoid any difficulties enroute. The exhibits should be consigned in the name of the participants themselves or their local agents and not in the name of the organiser. Any penalty for non compliance shall be borne by the respective participant.

4. Entry of Exhibits

- Exhibitor registration and Entry of Exhibits will be permitted only after making 100% payment for all charges including GST.
- Exhibit entry gate will be closed by 05.00 PM on 07.12.2026 and there after no exhibits will be allowed inside through material entry gate.

5. Exhibits In - Exhibits Out

Authorised representatives of the Exhibitor should be present at the time of entry of exhibits at the venue.

5.1 Arrival of exhibits at site:

Exhibits weighing 1 to 10 tonnes will be permitted from 8 AM 05.12.2026. Exhibits weighing below 1 tonne will be allowed from 06.12.2026.

5.2 Installation of exhibits

Shell Scheme can begin installation of exhibits from 06.12.2026 and the same must be completed on 07.12.2026 before 5 PM, failing which additional charges of 5% of Proforma value with applicable GST.

- WOOD WORKING** is NOT allowed inside the halls. Panels should be pre-fabricated at your end. Only fixing of panels, electrical items and final touch up if any, will be allowed inside the halls.
- Stall construction should be completed by 6 PM on 07.12.2026, beyond which no activity will be allowed.
- Working power will be provided from 8 AM to 8 PM on all days during the setting up period. Power will be switched off at sharp at 8 PM on all days. Fabricator workers/others will not be permitted to stay in the venue after 8 PM.
- Movement of any exhibits and stall construction materials on 08.12.2026 will not be permitted

08.12.2026 is NO ACTIVITY DAY

6. Closure of the fair on 13.12.2026

On the day of completion of the fair, heavy vehicles with capacity above one ton will be permitted inside only after clearance of smaller vehicles. Mobile crane entry will also be permitted only after the small vehicles move out.

- Participants can collect their Clearance Certificates from the Help Desks of their respective halls on 13.12.2026 after 5.00 PM
- Entry of Visitors will be stopped at 4 PM
- Fair will close at 5.30 PM
- Removal of Passage Carpets: 6 PM onwards
- Removal of Hand Carriable Exhibits: 7 PM onwards
- Vehicles will be allowed inside the ground after 8 PM onwards
- Vehicles above 1 TON will be allowed inside the halls after 10 PM
- All exhibits and materials to be cleared latest by: 6 PM on 14.12.2026. Penalty on late clearance will be charged @ 5% of the Proforma invoice value with applicable GST

7. Security

The Organisers will provide round the clock security for the general surveillance of the Trade Fair Grounds, during the event.

On completion of the event after 5:30 PM on 13.12.2026, exhibitors are advised to take care of their items.

Organisers shall not be responsible for security of items during stall vacation by exhibitors.

However, if required, exclusive security guards will be provided during installation and removal of the exhibits on prior request by exhibitors. This service can be availed from the service provider at prevailing rates.

8. Seminar Hall

Halls are available at extra charges providing a unique opportunity to sell your product and services. Technology Promoters can have their video, audio presentation and technical talk. Halls are booked on "First Come-First served" basis

9. Fair Directory

The organisers will release the fair directory containing the following information

- Name and Addresses of various Exhibitors.
- List of major products exhibited
- Layout plan showing position of various stalls
- For advertisement in the fair directory, use the Advertisement Order Form.

10. Insurance

All participants are advised to arrange comprehensive insurance coverage, at their own cost, for their exhibits and personnel against any loss, damage, accident, or other risks arising during the fair period.

Participants conducting product demonstrations must ensure that adequate Public Liability Insurance is obtained to cover any third-party injury, property damage or mishap that may occur during demonstrations within the fair premises.

11. Sales

Sale of any product in the fair premise will be subject to the Rules & Regulation of the Government of Tamil Nadu and the Govt. of India as the case may be.

11.1 For an Exhibitor who is carrying on business outside Tamil Nadu.

- Must get registered as a 'Casual Taxable Person' with the proper Officer of the GST Department under whose jurisdiction the trade fair venue falls.
- Must submit a Return in the prescribed form after the closure of the trade fair and pay the necessary tax if any sale was effected during the fair,

11.2 For an exhibitor who is already a Registered Person' with the GST Department

- Must get registered as a 'additional place of business' with the jurisdictional proper Tax officer.
- Must incorporate all the transactions during the Trade Fair in their monthly Returns.

12. Exhibitor Entry Passes

Each exhibitor shall provide the latest passport size photograph of the staff member in charge of the stall for affixing on the entry pass. Entry passes are strictly non-transferable and shall be used only by the authorised person to whom they are issued.

Entry passes without the photograph and authorised signature /stamp of the organisers will be treated as invalid and entry into the fair grounds will not be permitted.

A link for Invitee Business Visitor Passes containing 50 invitations will be provided to every exhibitor The link can be enabled for additional passes on request

Vehicle Passes will be issued for parking the vehicles in the parking area.

There are strict parking restrictions around the venue.

13. Advertising in Fair Venue

13.1 Printed matter and advertising material may be displayed /distributed only in their own stall and not in the hall gangways or outside the exhibition halls,

13.2 Moving, acoustic advertising and music are prohibited. The organisers shall be entitled to intervene and discontinue or remove the equipment in case of disturbance.

13.3 Music systems and special lights used inside the stalls should not cause inconvenience or annoyance to other exhibitors and visitors, Any complaint in this regard will result in the termination of such display.

14. Photographs and films

Organisers have exclusive right to take photographs and films of the exhibition stands. Prior permission of the Organisers will be essential for taking photographs and films by Exhibitors for areas other than their own stands.

15. Force Majeure

Under the conditions of Force Majeure which also include strike, bandh, natural calamities and other events and decision beyond the control of the organisers, the organisers are entitled to alter the dates, duration or cancellation of the entire fair. In the event of cancellation of the fair, the participation charges will be refunded after deduction of the costs already incurred by the organisers.

16. Limit of Liability

The organisers are not liable in any form for any loss or damage to Exhibitors property at the exhibition site or injury to their personnel and visitors.

17. Handling Facilities

On site Materials handling will be done by either the organizer or by the authorized agency appointed for this purpose. Participants are not permitted to use other private material handling equipment & machineries.

The Services of Cranes and Forklifts through authorised contractors will be available at extra cost if required, Tariff for site handling will be announced in the exhibitor manual.

The participant must mention in the application form the details of weight of the exhibits to be handled, This cost has to be settled directly to the Contractor before leaving fair grounds.

18. General

18.1. Participants shall use the space only for exhibition purpose & not for cooking, staying or washing

18.2 The decision of the Chairman, Products of PSG Products 2026 will be final and binding with regard to enforcement of these rules & regulations as laid down by the organisers.

18.3 The organisers reserve the right to alter the floor plan, terms and conditions, Allot / Reject the stall Application, even after payment of all dues by exhibitors, without assigning any reason.

18.4 Product Demonstrations if any should be held with sufficient safety measures. Demonstration should be so arranged that Metal Burrs, Concrete, Wood and other scrap emanating out of demonstration should not fly and pose hazard to anyone. Exhibitor should conduct demonstration inside transparent enclosure and ensure that the waste be collected within the allocated stall space only. The exhibitor will be solely responsible for collection and cleaning of waste collected from the demonstration.

Proper safety measures must be followed within the stall premises. The exhibitor shall be solely responsible for any accidents, injuries or damages arising from the products displayed, demonstrated or operated within the stall.

18.5 All display items should be positioned within the allocated stall space only. Any violation from this will not be entertained and the organizers reserve the right to close the stall.

18.6 Exhibits must be positioned / displayed / demonstrated in such a way that it should not encroach into the pathway / public space (or) cause inconvenience to visitors / others.

If exhibits are found placed in the pathway the organiser reserve the right to raise an invoice to a tune of twice the area occupied by the exhibits as penalty.

18.7 Any exhibit or process, which generates noxious or toxic fumes or smoke of any kind is strictly prohibited. Also no fuel or inflammable material is allowed in the exhibition premises. The concerned exhibitors are solely responsible for an untoward incident.

19. In Addition to the above points, due to the existing situation, Government may impose additional restrictions or norms which will be applied during the fair.

20. Jurisdiction - All disputes are subject to Coimbatore jurisdiction,