

**72<sup>nd</sup> Annual DOS  
International Conference 2021  
1<sup>st</sup> – 3<sup>rd</sup> October 2021, The Ashok Hotel, New Delhi**

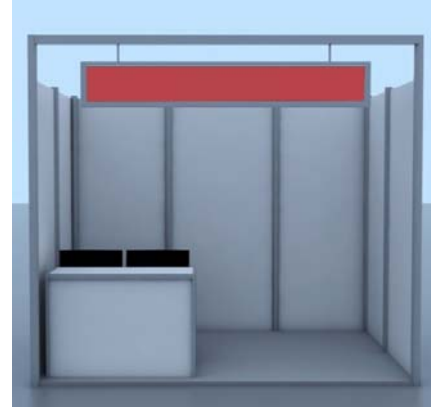
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**EXHIBITION VENUE: CONVENTION HALL (Ground Floor)**

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**SHELL SCHEME / OCTONORM  
STALLS**

**Perspective View of the Stall**



**Stall Height: 8 feet (INSIDE CONVENTION HALL)**

**Stall Height: 6'9" feet (FOYER AREA OF CONVENTION HALL)**

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**Dear Exhibitor,**

Thank you for booking your company exhibition booth at the **72<sup>nd</sup> Annual DOS International Conference 2021** exhibition, which is going to be held from **1<sup>st</sup> – 3<sup>rd</sup> October 2021** at **CONVENTION HALL (Ground Floor), The Ashok Hotel, New Delhi.**

**Keeping in view the COVID – 19 pandemic, exhibitors are requested to kindly follow the following guidelines laid by the Government of India during the exhibition at the venue**

1. Aarogya Setu Mobile App is recommended for all the persons manning the stall and is mandatory for the ones with a smart-phone.
2. All the stalls should hand sanitizers. They should ensure that a sufficient gap is maintained at all time between the people manning the stall. All the personnel at the stall should use Face Mask at all times.
3. To maintain physical distancing the number of individuals that can be permitted in any given stall at any particular time may be moderated such that the latest MHA / MoHFW guidelines on physical distancing are complied with. This will also need to be moderated by exhibitor for the consumer depending on the size of its stall and open interface for interaction with customers.

**The following materials and services will be provided for your exhibition stall.**

**A. LIST OF MATERIALS AND SERVICES BEING PROVIDED FOR EACH STALL IRRESPECTIVE OF THE SIZE OF STALL**

**Size of the Stalls: 3m x 2m, 2m x 2m or Multiple Stalls**

**Height of Shell Scheme Stall: 8 feet inside CONVENTION HALL**

**Height of Shell Scheme Stall: 6'-9" feet FOYER AREA OF CONVENTION HALL**

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1. Side walls made by Octanorm Exhibition Panels. The dimensions of each panel are **2.5m x 1m**. On these Octanorm panels, digital poster / Flex can be displayed using double sided tape only. Please note nailing, glue, bond or drilling is strictly prohibited. Any damage to the octanorm panels while pasting or removing the display material will be charged to the Exhibitor.
2. One table made of Octanorm system with white laminated top.
3. Two Chairs
4. Three Spotlights per stall of 6 Sq.mtrs. or two spotlights for 4 Sq.mtrs. stall.
5. One power point of 5 amps, 220 volts AC/50Hz.
6. Carpet will be provided for the Stall
7. Fascia plate with name of the company in uniform capital letters.
8. Dustbin

**B. SHELL SCHEME / OCTANORM STALLS (SCHEDULE)**

We will provide the stalls for displaying the material and installation of posters inside the shell scheme stalls on **1<sup>st</sup> October 2021** from **7.00 am** onwards and exhibitors are requested to please complete display of exhibits by **9 am** on the same day.

**C. EXHIBITION SCHEDULE**

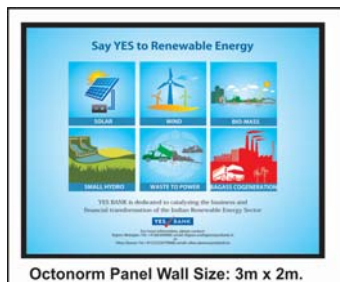
Exhibition Days	Opening Time	Closing Time
1 <sup>st</sup> & 2 <sup>nd</sup> October 2021	9.00 AM	5.30 PM
3 <sup>rd</sup> October 2021	9.00 AM	5.00 PM

**Exhibitors are requested to remove their exhibition material by 6.00 pm on 3<sup>rd</sup> October 2021**

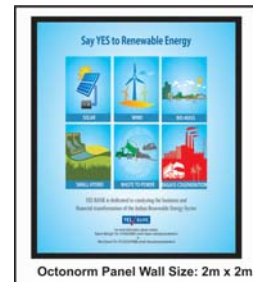
**Incase, the Exhibitors need to get the Flex Wall Printed then the Size of the wall for a stall is as per the specification given below.**

**For Stall Size: 3m x 2m (CONVENTION HALL INSIDE AREA)**

**Backwall - 3m (9'.6") (width) x 7'.9" (height) Sidewall –2m (6'.3") (width) x 7'.9" (height)**



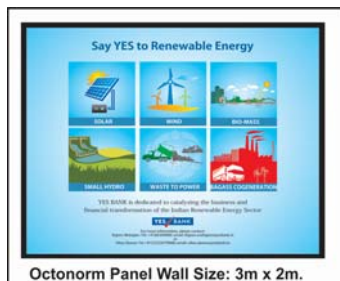
Octanorm Panel Wall Size: 3m x 2m.



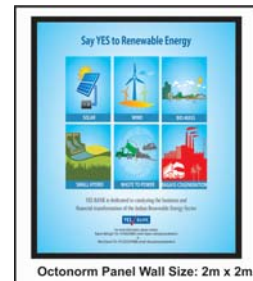
Octanorm Panel Wall Size: 2m x 2m.

**For Stall Size : 2m x 2m (FOYER AREA OF CONVENTION HALL)**

**Backwall - 3m (9'.6") (width) x 6'.9" (height) Sidewall –2m (6'.3") (width) x 6'.9" (height)**



Octanorm Panel Wall Size: 3m x 2m.



Octanorm Panel Wall Size: 2m x 2m.

**E. ADDITIONAL SERVICES**

**In case of requirement for any additional services, please complete the enclosed form and send it along with the payment by Demand Draft / Cheque (at par) in favour of IEMS Pvt. Ltd.**

**INTER EVENT MANAGEMENT SERVICES PVT. LTD.**

23, Bhawani Kunj, Sector D-2, Vasant Kunj, New Delhi - 110 070

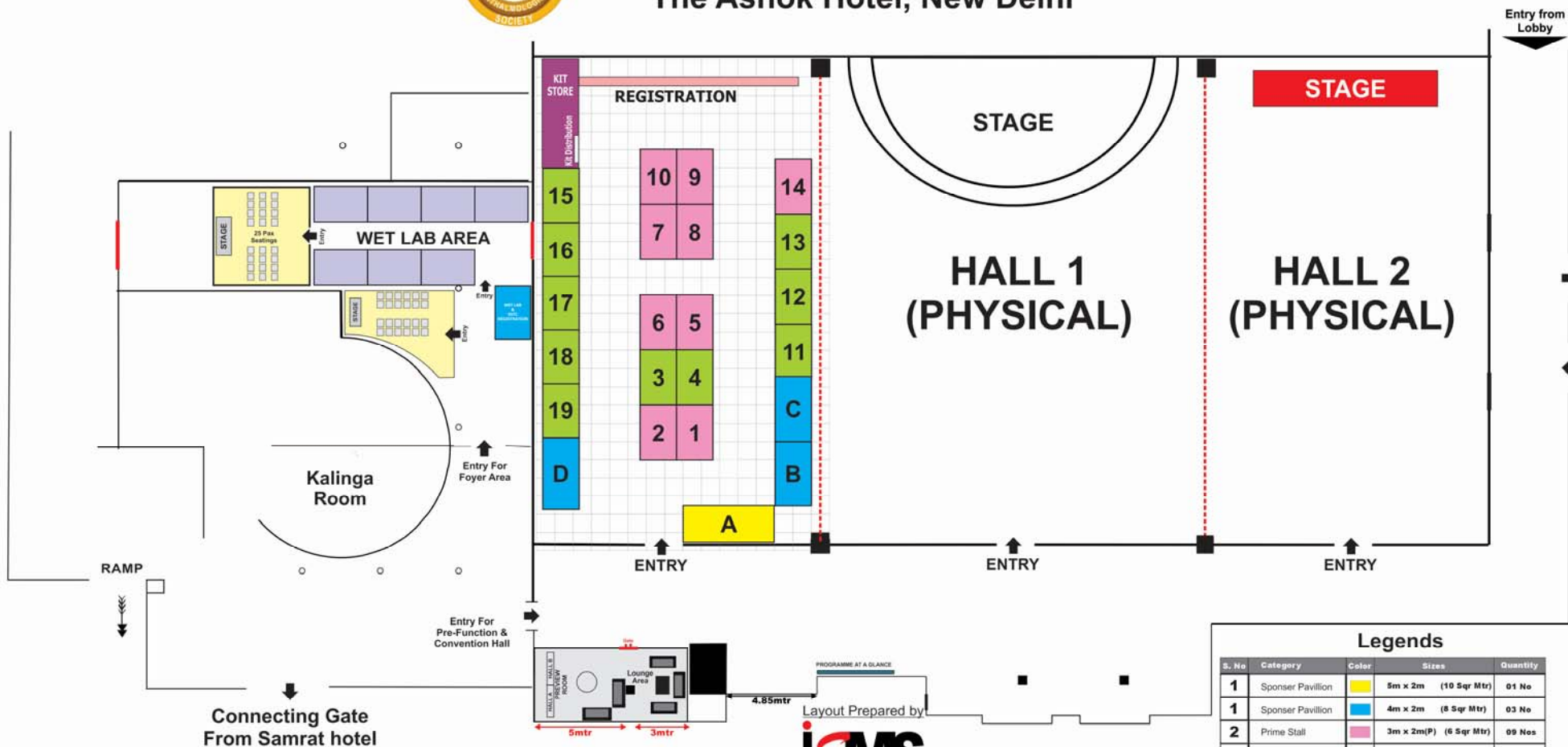
Email: [iemsnewdelhi@gmail.com](mailto:iemsnewdelhi@gmail.com)

Contact Person: Deepanshu – 9871151122



# DOS Annual Conference 2021

## The Ashok Hotel, New Delhi



**Legends**

S. No	Category	Color	Size	Quantity
1	Sponsor Pavillion	Yellow	5m x 2m (10 Sqr Mtr)	01 No
1	Sponsor Pavillion	Blue	4m x 2m (8 Sqr Mtr)	03 No
2	Prime Stall	Pink	3m x 2m(P) (6 Sqr Mtr)	09 Nos
3	Stalls	Green	3m x 2m (6 Sqr Mtr)	10 Nos

PROGRAMME AT A GLANCE

Layout Prepared by

### Guidelines to be followed by Exhibitors & delegates

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