



PaperTech Expo

7TH PAPERTECH EXPO

16 - 17 - 18 APRIL 2026

International Convention City Bashundhara (ICCB)
Dhaka, Bangladesh | 10:00 AM - 07:00 PM



EXHIBITION BOOTH/SPACE BOOKING CONTRACT FORM

To,
Bangladesh Exhibitions Pvt. Ltd.
Kapotakkho Supreme, Flat-1A, House-555,
Road-9, Adabor, Dhaka-1207 Bangladesh

Booking Date: _____

Dear Sir,
We wish to confirm our participation in **7th Papertech Expo 2026**. We also confirm that we have read and accepted the rules, regulation and time schedule by submitting this booking contract form and undertake to comply with the same.

EXHIBITOR DETAILS

Company's Name: _____

Address: _____

City: _____ State: _____ Country: _____

GST/VAT Number: _____ TAN/TIN Number: _____

Email: _____ Mobile No.: _____

Contact Person: _____ Designation: _____

Name on Fascia: _____

Product Details: _____

PARTICIPATION CHARGES		BOOTH & AMOUNT INFO.	
STANDARD BOOTH BDT 15,000/- (per Sq.mtr) +15% VAT	BARE SPACE BDT 14,000/- (per Sq.mtr) +15% VAT	HALL NO.:	
STANDARD BOOTH USD 170.00 (per Sq.mtr)	BARE SPACE USD 160.00 (per Sq.mtr)	BOOTH NO.:	
Standard/Shell Scheme Booth Facilities (3 X 3 = 9 Sq.mtr)		BOOTH TYPE:	
<ul style="list-style-type: none"> • 9 Sq.mtr Fabricated Stall • 9 Sq.mtr Floored Carpet • Name on Facia • One Reception Table • Two Chair • Three Spot Light • One 5 amp. Plug Socket • One Dustbin • One Page Company Profile • Tisses, Coffee, Mineral Water 		STALL SIZE:	
		INVOICE NO.:	
		Total Amount:	

Amount In Word : _____

Payment Type : Cash Payment Cheque Payment SWIFT/Remittance

PAYMENT DETAILS	SIGNATORY	
Account Name : Bangladesh Exhibitions Pvt. Ltd.		
Account No. : 1111070342047		
Bank Name : Eastern Bank PLC		
Branch : Shyamoli, Dhaka		
Routing No. : 095264301		
SWIFT : EBLDBDDH		
	_____ Exhibitor Stamp & Signature	_____ Organizer Stamp & Signature

RULES & REGULATIONS

TERMS OF REFERENCE

- A. In these Rules and Regulations, the term exhibitor shall include all employees, staff and agents of any company, partnership firm or individual to whom space has been allotted for the purpose of participation.
- B. The term Exhibition shall mean the tradeshow known as "Papertech Expo 2026"
- C. The term organisers shall mean: The Management, **Bangladesh Exhibitions Pvt. Ltd.**, Kapotakkho Supreme, Flat-1A, House- 555, Road-9, BAHS, Adabor, Dhaka - 1207 Bangladesh
- D. The Exhibition premises will include main passage. It will also include the general area and parking lot. Exhibitors are required to indemnify the organisers against any claim made against them in respect of damage to Exhibition halls and the venue caused by the exhibitors' stand, exhibits and staff or by agents acting on the exhibitors' behalf.

CONSEQUENTIAL LOSS

In case of Exhibition being cancelled or suspended in whole or in parts for cause not in the organisers' control the organisers shall not accept any consequential liability and no refund will be paid to the exhibitor on this account. But the organizers will announce the next date of the exhibition very soon.

STAND ALTERATION

- A. No alteration to the size of an Exhibitors' stand is permitted without the prior written approval of the organisers.
- B. Conversion of an allotted stall to free design is not permitted.
- C. The Organisers reserve the right to require exhibitors to make such alterations to their stands as to avoid interference with the display of other exhibitors.
- D. The organisers reserve the right to modify the layouts of stand sites and business desk (Table space) and gangways etc.,.
- E. Exhibitors are particularly requested to avoid designs, which block or box in other exhibitors' stand.
- F. Stands may not overhang the allotted area, nor are any obstructions permitted on gangways, fire points, extinguishers or emergency exits. The layout is tentative and subject to change. The decision of organizers on the allotment of booth is final.

STALL INTERIORS

Though the exhibitors are free to decorate their stands to the best of their ability for projecting the right image of their products and company, they should not cause any permanent damage to the walls, panels and floors through use of nails, paints, or any other such activity. Exhibitors may have their stall interiors done by any third party other than the Organizers' approved interior company or event interior partner company, subject to obtaining a copy of permission from the Organizer.

BARE SPACE

Participants have to submit their construction and decoration plan before 14th April 2026 and take approval of the organizers of Papertech Expo 2026. Construction of booths can be taken only on specific approval of construction plan by Papertech Expo 2026. Equipments, machineries and other exhibits which may produce excessive noise, vibration or may cause electrical interference or other annoyance will not be permitted to operate, albeit they may be permitted to display such exhibits. In this matter the decision of the organisers will be final. The organizers reserve the right to alter the floor plan. The position of stalls with respect to aisles in the floor plan is purely pictorial and not guaranteed. In case of any variation, the stall number allotted will be taken as the basis for occupancy by the exhibitor.

INSURANCE

- A. Insurance of the exhibits and the property of the stands will be the responsibility of individual exhibitors.
- B. The organisers shall not be responsible in any way for personal injury to the exhibitors or his staff, agents, invitees or licensees however caused.

PAYMENT TERMS

Payments or Hire/Rental charges shall be made as per contract (For foreign exhibitors have to pay full payment in advance. For local exhibitors 80% of Net Amount Payable as advance and Balance 20% payment by Date of 31 December 2025). Exhibitors will also be required to pay any additional taxes etc. as levied by the government from time to time.

DEFAULT ON PAYMENTS

The organisers reserve the right to cancel any reservation of space in the event of an exhibitor not having paid any dues in rental charges on or before the due dates. Payment already received will be forfeited in such cases.

CANCELLATION:

- A. Cancellation of participation or reduction in the space / stall booked by exhibitor will not be permitted and no refund will be paid to the exhibitor on this account.
- B. Under the conditions of force majors which also includes strikes, lock-outs, closure, riot or in natural calamities, Act of God, the Organisers reserve the right to alter the opening dates & duration or even cancel the entire exhibition. In case of change in dates & duration of the exhibition, the rules & regulations & the agreement between the exhibitors & Organisers will remain unaffected. In case of total cancellation of the exhibition, the payments made by the exhibitors will be refunded to the exhibitors after deducting the non- recoverable proportionate costs already incurred by the Organisers.

The organizers may alter or add new rules & regulations for the benefit of the exhibition. Such rules will be given in writing and will be binding on all exhibitors. Papertech expo reserves the right to change, increase or decrease Show hours, days or location. Notwithstanding anything to the contrary in the Exhibitor Agreement, the Exhibitor acknowledges and agrees that if Show Management elects to change, increase, or decrease Show hours, days or location, Exhibitor shall not be entitled to any expressly disclaims any right or claim to the return of any portion of any Show fees or deposits paid or payable by the Exhibitor to the Show Management.

SECURITY:

Although 24 hours security service will be in operation for the overall exhibition, the security of the individual exhibits in the stall will be the responsibility of the exhibitors. Exhibitors should take all possible precautions to avoid loss or damage to the equipment's both during and outside exhibition hours. No Hoardings, Banners etc., will be allowed on the Exhibition premises or on the roads in the vicinity unless their designs, specifications, installations and location have been pre-approved by the organisers as per their rules and regulations. Such unauthorised display if any, is liable to be removed by the organisers without notice.

SPACE NOT OCCUPIED:

A. Every exhibitor shall occupy the full area booked by him.

B. Should an exhibitor fail to take possession of the stall at least 12 hours before the start of the exhibition, the organisers reserve the right to dispose off the stall so unoccupied without notice. No refund of advance paid will be given for any such unoccupied stalls. No other representatives will be allowed at the stall other the authorized persons as specified by the exhibitor in the application form.

NO SUBLETTING:

The exhibitors shall not assign, sublet or grant licenses in respect of the whole or part of the stand. Display / distribution of cards, handbills, literatures, advertisements, banners or printed matters of companies/firms/persons who are not bonafide allottees and or not organisers' authorized exhibitors is totally prohibited, except albeit, such display / distribution permitted in respect of companies / firms which are subsidiaries of exhibitors (or) exhibitors ultimate holding company.

REMOVAL OF EXHIBITS:

Exhibits must be removed from the stands before 11.00 P.M. on 18 April 2026 (i.e.) the next day of the exhibition.

Should an exhibitor fail to vacate his stand space or the premises by the time specified by the organisers, he shall be liable to reimburse any such costs incurred by the organisers as the result thereof. No material exhibit will be allowed to be taken out of the hall without valid exit pass obtained from the office authorised by the organisers.

ELECTRICAL INSTALLATION:

All onsite electrical installation must be carried out by the officially appointed electrical contractor before the connection to the main supply.

FAILURE OF SERVICE:

The organisers endeavour to ensure supply of the services at the exhibition premises and of those supplies mentioned in the manual. As the supply of such services is not within the control of the management, neither they nor the organisers shall be liable to the exhibitors for any loss or damage, if any such services shall wholly or partially cease to be available. Nor shall the exhibitor be entitled to any repayments in respect of rental and or other charges to be paid under the contract. The organisers and those authorised by them respectively have the right to enter the exhibition stalls allotted at any time to execute work repairs and alterations and for other purposes. Any verbal agreements concerning any aspect of the contract or the exhibition are not valid unless confirmed in writing. No counter sales are permitted.

STALL POSSESSION:

Possession of the stall will be given one days prior to the inauguration day to the exhibitors and the interiors and display must be completed before inauguration. No inflammable, hazardous article shall be stored in the exhibition area. All exhibitors are subject to a general lien in favour of the organisers for all sums whether for unpaid rental or otherwise, due from an exhibitor to the organisers.

GOVERNMENT TAXES:

Government tax(es) extra as applicable.

JURISDICTION:

Any dispute between the organisers and the exhibitors is subject to the Jurisdiction of the court of Vadodara city only. We have read the rules & regulations, exhibitor guidelines of **Papertech Expo 2026** and shall abide by them.

- By order of the Organiser



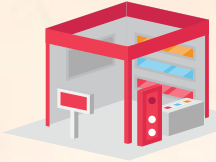
Important Contact Information Details



Visa & Invitation
+88 01730 717350



Advertisement & Design
+88 01730 717347



Booth Interior
+88 01711 268 881



Printing
+88 01718 307 774



Additional Furniture/TV
+88 01712 573 988



Logistic
+88 01778 609 805

Accommodation Name

 DHAKA REGENCY HOTEL & RESORT ★★★★★ Mob: +8801713332548 amin@dhakaregency.com	 Radisson BLU DHAKA WATER GARDEN Mob: +8801713038558 sajib.ahmed@radisson.com	 Amari DHAKA Mob: +880177775773 tuman.mehetar@amari.com	 Le MERIDIEN Mob: +880 1766-673411 md.alam@lemeridien.com
 HOTEL SARI Mob: +8801730020336 asm@sarinahotel.com	 Best Western PLUS Maya Mob: +8801313448301 dsm@bwplumaya.com	 Ascott The Residence Dhaka Genuine Bangladeshi Hospitality Mob: (88) 01926 633858 catering1@ascottdhaka.com	 HOTEL BENGAL BLUEBERRY Stay & Smile... Mob: +880162266611 sales@bengalblueberry.com
 OMNI RESIDENCY stay in comfort Mob: +8801844611009 sales@hotelomniresidency.com	 Platinum Grand By SHELTECH Mob: +8801922110958 sales3@platinumhotels.com.bd	 GRAND VISTANA HERITAGE OF ELEGANCE Mob: +01787687010 sales@nascenthotels.com	 NASCENT GARDENIA BUSINESS LUXURY HOTEL BARDHARA Mob: +8801896002445 sales3@grandvistana.com

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In Association With



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For details, please visit:

www.papertechexpo-bd.com