

**APPLICATION FOR PARTICIPATION IN JAPAN IT
 WEEK SPRING, TOKYO, JAPAN, MAY 9 – 11, 2018.**

Name of the Company		
Address		
Telephone No		
Fax		
Email		
PSEB Registration No		
Registration Valid up to		
Certifications (if any)		
Employee Strength		
Your IT Products/Services		
Previous Participations in Exhibitions under PSEB Sponsorship	Name of the Event	
	Year	
Contact Person (For the event)	Name	
	Designation	
	Phone Mobile No	
	Email	
Have you reviewed the website and do you find audience relevant to marketing products & services of your company?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>
Are you familiar with the process of making your booth attractive, staffed with appropriate skilled personnel to meet, greet and explain your company's products and services?	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>

<p>Please specify three benefits you want to get from your participation.</p>	<p>1. _____ _____ _____</p> <p>2. _____ _____ _____</p> <p>3. _____ _____ _____</p>
<p>Please suggest three things PSEB can do to make your presence effective at the event.</p>	<p>1. _____ _____ _____</p> <p>2. _____ _____ _____</p> <p>3. _____ _____ _____</p> <p>(Attach a page if you need more space)</p>

For Internal Use Only

Have you ever participated in previous events/delegations?	2015: <input type="checkbox"/> <input type="checkbox"/> 2016: <input type="checkbox"/> <input type="checkbox"/> 2017: <input type="checkbox"/> <input type="checkbox"/> Yes/No Yes/No Yes/No
If previously participated, has the company filled out feedback form and complied Terms & Conditions of Previous Events?	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Reviewed Marketing Collateral	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Provided Training	Yes: <input type="checkbox"/> No: <input type="checkbox"/>

TERMS AND CONDITIONS

1. Companies would submit the participation fee by the deadline fixed by PSEB failing which the chance will be given to the next company in waiting list.
2. All the companies shall provide their particulars in prescribed application form. The application should be accompanied by complete detail of the company's profile and the product.
3. Companies would be required to form an objective oriented strategy for participation in the event and prepare marketing collateral for the event.
4. In case of withdrawal of intent by any company after making the payment, the submitted amount and the space would be forfeited in favor of PSEB.
5. Companies will nominate a representative / contact person for coordination with PSEB.
6. Selected companies would be required to attend a pre-participation briefing (if required), at their own cost, on the date and place determined by PSEB.
7. Companies would not be allowed to sublet their stall/space or to accommodate any other company without prior written approval of PSEB.
8. At least one participant should always be present on stand during the exhibition time till the closing of exhibition.
9. After the closing of the fair, within three weeks, the participant companies shall provide to PSEB a Participation Report. Failure to provide the report may lead to non-consideration for future PSEB Exhibition participation.
10. Based on information provided, PSEB will have the sole rights to determine the eligibility & award of this program.

We hereby certify that the above information is true to the best of our knowledge and belief. We do undertake to abide by the rules and procedures of Fair / Exhibition and also to accept PSEB decision in all matters concerning participation in the Fair / Exhibition.

Name & Signature of the Chief Executive (or his appointed agent):

Date:

Official Seal of the Company: