

37th Lahore International Book Fair 2024
1st February to 5th February 2024
at the Lahore International Expo Centre, Johar Town,
Lahore

In Collaboration with
Pakistan Publishers and Booksellers Association (“PPBA”)

FORM-A Foreign Applicant

Note: - Application duly filled in will only be accepted with full & final payment of stalls.

(Please fill this form in type and send by post, fax or e-mail, latest **by or before 15th December 2023**, along with payment in the form of Cash/Pay Order /Bank Draft / IBFT / Telegraphic Transfer in favour of **LAHORE INTERNATIONAL BOOK FAIR**, payable at Lahore towards payment for the stall(s)’s rent)

1. Name of Firm/Organization/Institution (in BLOCK letters):

.....

2. Name of CEO/MD/Managing Partner:

.....

3. Address:

.....

4. Telephone:E-mail:

5. Website:

6. Area of Specialty:

.....

Description of Exhibitor about its Publishing/Bookselling/ Educational or other activities
(Specify)

(Up to 50 words for inclusion in Book Fair Directory/Supplement)

.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

7. Name, Address and Phone Number of Local Pakistan Agent/Representative:

.....

Phone: E-mail:

8. Number of stalls required:
Rate per Stall of Standard Size (approximately 81 sq. Feet) = **US\$ 850 or equivalent** in Pak currency as per the prevailing open market rate on date of payment, **in Cash** (Exhibitors are encouraged to pay online through Telegraphic Transfer to avoid extra charges and delay in collection). If still paying through Bank Draft/Cheque, please include an additional US\$100.00 for bank clearance / collection charges for any foreign cheque/draft, irrespective of the amount. Thus, for one stall paid by cheque/draft the rate will be US\$950, but each subsequent stall will cost additional US\$850 per stall if the amount remitted is paid by one bank cheque/draft/T.T.).
[Foreign exhibitors are allowed **one Free Ad** irrespective of the number of stalls booked in Fair Directory/Supplement, subject to availability of space and on the condition that stall is booked, and design is submitted in soft form latest **by 1st January 2024**. For placing any additional advertisement please add US \$ 100 per page.]
9. Particulars of Remittance: (Number of Stalls US\$.....
Total Amount US\$.....
- 10. Payment in USD via Telegraphic Transfer has to be made to either of the following accounts:**

Bank Name: Faysal Bank Limited
Branch: IBB NILA GUMBAD, LAHORE
Branch Code 3448
Account Title: Lahore International Book Fair
Account Number: 0218007000000358
IBAN: PK07FAYS0218007000000358
Swift: FAYSPKKA

OR

Bank Name: Meezan Bank
Branch: New Anarkali Bazar, Lahore-Pakistan
Account Title: LAHORE INTERNATIONAL BOOK FAIR
Account Number: 02720108378619
IBAN: PK19 MEZN 0002 7201 0837 8619
SWIFT: MEZNPBKAGR

Please send intimation of Telegraphic Transfer once made, either by email or via WhatsApp on 0343-4004750

11. Inscription in English to be printed on the stall facia: (only name of company of Exhibitor)

I / We undertake to abide by all decisions including place of allotment of stall(s) by LIBF Management and also the following terms and conditions hereinafter contained (including those available on website) for participation in the LIBF 2024 and am duly authorized to accept them. I / We also fully understand and agree that the management of LIBF shall not be liable or responsible for any decision or shortcoming, mismanagement made in holding or postponing/cancelling the exhibition or closing the stall(s) for violation of any term or condition, for which I / We shall have no claim including for refund or for any financial loss. I / We further undertake and assume full responsibility that no pirated or objectionable publication(s) or material(s) will be exhibited or kept in my/our stall(s) **and** in event any such material is discovered, the **LIBF management will not be legally held responsible in any way and the sole responsibility shall be of the exhibitor.**

Signature of Applicant:

Place:

Designation:

Date:/...../.....

Stamp:

Terms & Conditions for Foreign Exhibitors

Possession/Vacation of Stalls

Exhibitors will be given possession of the stand / stalls at 11 am one day prior to the opening date of the exhibition. The stands / stalls shall be vacated latest by noon next day after the closing date of exhibition, failing which the LIBF shall have the right to remove the exhibits / material at the risk and cost of the participants.

It shall be the responsibility of the participants to remove all exhibits, tools and other materials at the end of the Fair and leave the stalls in the same condition in which these were handed over to them.

Display and Sales of Books

There shall be no display and sale of pirated, proscribed or objectionable books (including those which hurt or is offensive to the belief of any sect or religion) at the Fair. The sales of foreign participant shall only be through their local agents, resellers, partners and distributors. In case of any violation of any these terms / rules, LIBF management shall have the right to close the stall forthwith without any claim what so ever.

Encroachment of Passages

No encroachment or extension in the passage shall be allowed. Participants are therefore advised to arrange the display within the stall space allotted to them.

Cleaning

While the LIBF will make arrangements to carry out the general cleaning of the hall, the participants shall be responsible for the cleanliness and tidiness of the stand / stalls during the period of the Fair.

Playing Audio/Video Cassettes

Exhibitors playing audio or video equipment at the stall(s) should ensure that the level of sound does not cause any annoyance to either neighboring exhibitor(s) or to the visitors. The LIBF will be the sole judge as to whether there is any annoyance to either the exhibitors or to the visiting public and its decision to allow or close down such activity shall be final and acceptable.

Book release functions, etc.

No exhibitor / participant will be permitted to have any books release or any other such function at the stall(s) or anywhere else in the Fair premises without prior written permission of

the LIBF management. While seeking permission, exhibitors shall be bound to give details, such as the nature of the programme, its duration, name of the chief guest, etc.

Insurance

It will be the responsibility of the exhibitors to insure (if they so require) their exhibits and stock against break-in, theft and damage by fire and other natural calamities, during transit to and from the exhibition halls as well as during the duration of the Fair. The LIBF shall be entitled but not obliged to inspect such policy before handing over possession of the stands / stalls. In such event the participants shall indemnify the LIBF.

Security

While the LIBF will make round the clock security arrangements at the hall (s) during the Fair, but the management will not be liable for any loss or damage to the goods and property of the participants in transit, storage or exhibition during the Fair. The Exhibitors are therefore advised not to leave their stand / stalls unattended during the Fair timings and also ensure their presence at opening and closing times.

The Exhibitors, if they so desire, may make security arrangements of their stalls during the Fair

timings through any security agency at their own cost, but this must be first approved by the LIBF.

Entry and Exit

Exhibitors will be allowed entry into the halls not before 09:30 a.m. and shall have to vacate the halls by the notified closing time every day. No goods or displays may be removed during the Fair without the written permission of the LIBF management. All participants will be bound to observe the designated points of entry and exit for public in the Fair Hall(s). Any violation or forcible change in such points will result in closure of stall(s) of such exhibiter without any claim.

Cancellation

In the event of a natural disaster, or if circumstances so warrant, the LIBF reserves the right to postpone, alter or cancel the Fair. In case the Fair is cancelled before the inauguration, rentals collected shall be refunded after making the necessary deductions of expenses so incurred. But no refund in any case will be made if a participant wishes to withdraw from the Fair after making a firm booking.

Any of the terms and conditions mentioned above may be relaxed or modified or changed at any time before or during the Fair at the discretion of the LIBF, and such will be final and binding. In matters not herein mentioned the decision of LIBF management shall be final and binding on the exhibitor.

Please address all communication to the following:Mr.

Nazeer Ahmad,

(Coordinator LIBF 2024)

PLD House, 35-Nabha Road, Lahore.

Mobile: 0343-4004750 **Phone:** 042-37243601

Email: trustlibf@gmail.com

WhatsApp 0343-4004750

National Tax Number **(NTN)** 4208085

