



# Government of Rajasthan, Department of Tourism

Sanjay Marg, Opp. Vidhayakpuri Police Station, Jaipur, Telfax.0141 2822800

No. F 3 ( ) Mktg/MICE/DT/2020/ 9836

Date: 25/09/2021

## Guidelines for providing table space to Tourism Service Providers (including MICE units) at Rajasthan Tourism Pavilion in Travel Marts

### Objective: -

To provide platform to tourism service providers (tour operator, travel agent and hotelier) for the promotion of Rajasthan.

### Scope

The tourism service providers registered/ recognized by the Government of Rajasthan or Government of India or registered with any local body will be provided table space in Rajasthan Tourism Pavilions in domestic and international travel marts.

### Eligibility conditions: -

1. The Tourism Service provider should be accredited by Government of Rajasthan or Government of India. Preference will be given to those having membership of trade associations such as IATO/TAAI/ADTOI/RATO /FHRAI/ HRAR/ FHTR etc.
2. Confirmation of participation will be on lottery system.
3. Number of table spaces will depend on size of pavilion.
4. Participation fee for co-exhibitor would be paid in advance through DD in favor of Director/ Commissioner Tourism, Jaipur.

5. Co-exhibitor will be allowed only one table space. The table space can't be further sublet.
6. Not more than two representatives of the firm will be allowed at one table space. They should also carry their valid ID proofs.
7. Participation fee will be refunded if the travel fair/ travel mart gets cancelled.
8. The tourism service provider will be allowed to participate in maximum three travel marts in one financial year or more, if no other service provider applies for the same. Any relaxation in the same is reserved with Commissioner/ Director Tourism.
9. Table spaces will be provided free of cost to RTDC/ RSHC or any government departments and corporations.
10. Participant will have to apply to the Commissioner/ Director, Department of Tourism with details of the events; it intends to participate, along with participation fee.
11. Participation fees will be Rs. 25,000/- for the Domestic marts in Delhi, Kolkata, Mumbai and Ahmedabad and for other locations as decided by Commissioner Director Tourism and Rs. 100,000/- for foreign travel marts.

#### For MICE Units

12. Hotelier or convention centre should have at least 2 halls with a seating capacity of 200 persons or more.
13. Hotelier or convention centre who have organized 3 conferences/conventions with participation of minimum 200 persons in the last two years.

#### Do's and Don'ts for the exhibitors.

1. Exhibitors will not be allowed to bring any separate display /exhibition stand.
2. Loud music will not be permitted.
3. Exhibitors will not be allowed to use drapes or curtains to decorate their table space.



4. Exhibitors will keep their area neat and clean.
5. Exhibitors are not allowed to keep large bags or suitcases in pavilion.
6. Appropriate business attire should be worn during the show.



(Gayatri Rathore)  
Principal Secretary, Tourism

## Application form

For availing the table space under MICE scheme for promotion.

1. Name of the applicant Company with full address and	
2. Contact details Email ID	
3. Category of applicant Hotelier/ Convention centre etc	
4. Name of convention/ conference/ seminar/ road shows proposed to be participated	
5. Registration/ recognition of the Tourism Service Provider by the GOR or GOI	Date of Approval: -  Valid till:
6. Name and designation of the persons undertaking tour.	

Place:-

Date:-

Signature  
Name and seal