



Indian Printing Packaging & Allied Machinery Manufacturers' Association (IPAMA)

January 14, 2026

Dear Exhibitor

Stand Construction Points for Bare Space Exhibitors (minimum 18sqm)

To ensure a successful and visually appealing international exhibition for all participants, it is necessary to adhere to the prescribed norms regarding stand uniformity, including side wall height, fascia height, noise levels, and aisle blockage etc. Please note the following guidelines:

1. **Design Approval:** Stand construction will only be permitted for exhibitors who have received prior permission/approval from the organizers. Any designs rejected by IPAMA must be resubmitted. Please submit your design for approval as soon as possible.
 - a) Stands with a platform require a wheelchair ramp. This will be checked on site. We require for ease of access for all visitors with impaired mobility.
 - b) 30 X 30 Cm Vision panel needs to be incorporated on all solid doors; this will be checked on site. Should the door become closed, a person could become trapped within the area.
 - c) A Booth number print/display with the dimensions W – 229mm x H – 210mm to be pasted on the bare/modified booth fascia at a suitable height, clearly visible from all directions.
2. **Height Restrictions:** The maximum height of any wall, fixture, including the platform, should not exceed 3.0 mtrs from the floor. The front fascia may go up to 4.0 mtrs, but it should not rest on other's wall.
3. **Space Utilization:** Exhibitors must strictly adhere to their allotted space. No part of the aisle may be covered.
4. **Open-Side Stands:** For two-, three-, or four-side open stands, walls may be constructed on a maximum of 40% of the aisle/open side (single side length) up to a height of 3.0 meters. The remaining 60% must be left open or may have walls or barricades up to a maximum height of 1 meter.
5. **Backside Finishing:** The backside of partitions should be properly finished with plywood or board and painted, masking especially those adjacent to neighbouring stands, to maintain a cohesive exhibition appearance.

6. **Shell Scheme Modifications:** No changes or partitions are allowed within shell scheme stands without the permission of the organizer.
7. **Equipment Placement:** Machines, electrical panels, and hazardous materials must be placed at least 0.5 meters away from the boundaries of open sides and adequately barricaded.
8. **Heavy Equipment Placement:** For stands displaying heavy equipment that cannot be manually carried, the equipment must be placed on the stand one day prior to the exhibition inauguration.
9. For any more queries and information, please contact to IPAMA Team.

Penalty Clause for Violations:

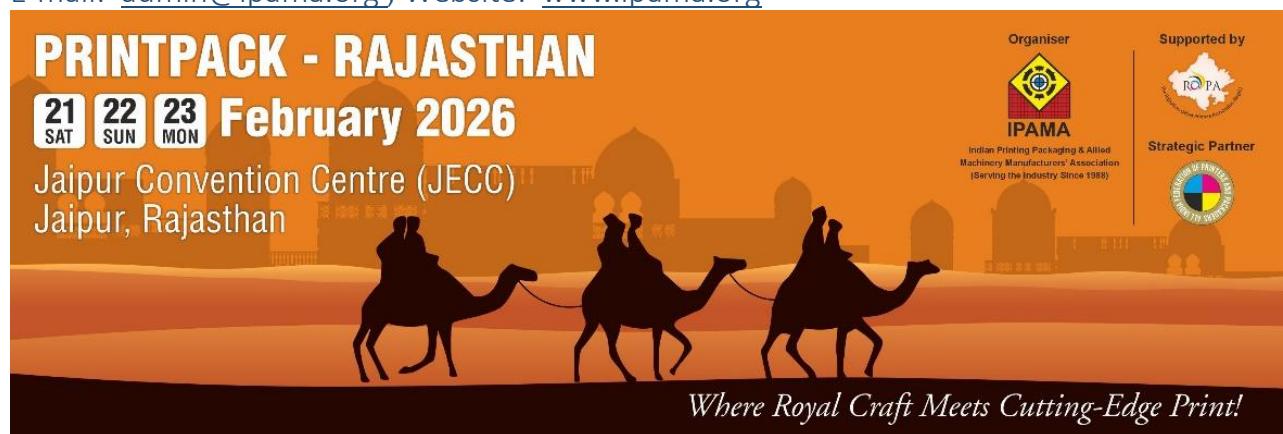
If an exhibitor is found to have violated these guidelines, a penalty of up to Rs. 10,00,000/- may be imposed by the organizer. Above Rs. 50,000 is for the stand fabricator.

To change the stand scheme from bare to shell or vice versa, the organizer must be notified 15 days prior to the exhibition setup. Failure to do so will result in the exhibitor being responsible for the additional setup and dismantling costs.

We trust that all the exhibitors will follow the rules and help us to help you.

With Regards,

Iqbal Singh (Mr.)
General Secretary
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Note: Any proposal which is mentioned in the mail will expire in a week. It must be accepted before the deadline or it will be considered cancelled.