



INTERNATIONAL SOCIETY OF HAIR RESTORATION SURGERY  
**31ST WORLD CONGRESS**  
NOVEMBER 1-4, 2023 • DELHI, INDIA

## EXHIBITOR INFORMATION AT-A-GLANCE

### ► World Congress Venue:

#### **Leela Ambience Gurugram Hotel**

National Highway 8, Ambience Island

DLF Phase 3, Sector 24

Gurugram (Gurgaon), Haryana (Delhi-NCR) 122002, India

### ► Visas Required to Travel to India:

Almost all international visitors are required to secure a visa for entry into India, including those from the United States and Europe. Currently, 165 countries are eligible for e-visas. You may obtain full information and apply at this

link: <https://indianvisaonline.gov.in/evisa/tvoa.html>

The e-tourist visa validity period is 30 days from the date of arrival in India. A tourist e-visa will suffice for most attendees.

**However, exhibitors are advised to apply for e-conference visas due to their exhibit freight.**

### ► Hotel Reservations & Travel Information:

Limited ISHRS group block reservations are available at our meeting hotel, the Leela Ambience Gurugram and are available ONLY through our Delhi partner, Dreamz Conference Management Pvt. Ltd. (not directly with the hotel). ISHRS group room rates start at USD \$145 USD or INR 11,000 single/double plus 18% occupancy tax. All group rates include breakfast at the hotel restaurant and guest room WiFi. Please make your reservation early as the group guest rooms are very limited. The group rates are available through August 15, 2023, or while room availability lasts. For more information, and to make your reservation, visit the hotel information on our meeting website at <https://31stannual.org/hotel/>. See the full [travel information](#) on the World Congress website. You may also book airport transfers and tours on our meeting website.

### ► THE SUPPLIERS – WHO PROVIDES WHAT?

*All information and order forms for the official suppliers are included in the Exhibitor Service Manual.*

*The official contractors listed below act on their own behalf in all arrangements with exhibitors and are not agents, employees or representatives of the ISHRS. All services or materials supplied by the contractors as ordered by the exhibitor will be billed directly by the contractor to the exhibitor. Therefore, the ISHRS does not assume any liability or responsibility for any act performed or omitted by such official contractor.*

### #1: DSV/Siddhartha Logistics Co. Pvt. Ltd.:

Siddhartha Logistics Co. Pvt. Ltd. is our official provider of **shipping, freight handling/drayage and customs services.**

- **IMPORTANT: SHIPPING TO INDIA CAN BE COMPLICATED.** Please review their information in the Exhibitor Service Manual early and carefully to become familiar with shipping and import/export rules and regulations for India.
- **Contact Siddhartha Logistics early to be sure you will not have any issues shipping your exhibit goods due to restricted items.**
- Although we recommend that you work with Siddhartha Logistics, you may work with your choice of shipping and customs service provider. However, note that you will need to ship to the Siddhartha advance warehouse where your shipment will be held until they forward it to the ISHRS show floor on our exhibit installation day. You may not ship your freight directly to the hotel. The only exception is delivery to hotel on exhibit set-up day only, Wednesday, November 1, 1:00PM-5:00PM, and this must be coordinated through Siddhartha Logistics to receive your freight at the hotel.

### **Contact Persons:**

Anil Kumar, [anidelhi@siddharthalogistics.com](mailto:anidelhi@siddharthalogistics.com), +91 9910398813

Sameer Pandya, [sam@siddharthalogistics.com](mailto:sam@siddharthalogistics.com), +91 9930260116

## **#2: Dreamz Conference Management Pvt. Ltd.**

Dreamz Conference Management is the **sole, exclusive** provider of the following services:

- trade show rental equipment & furnishings (see inclusions below under “Exhibit Booth Dimensions & Details”)
- carpet rental (should you desire renting a different color other than the gray carpeting provided with the booth)
- electrical
- lighting
- audio-visual
- inside of booth cleaning
- exhibit labor for installation & dismantle
- dedicated internet service (Dreamz can arrange this with the hotel on your behalf)

**They can also supply:**

- graphics/signs
- custom-built booths\*

\*If you will have a **CUSTOM BOOTH** (provided by Dreamz OR or other supplier), you must complete the “Notice of Intention to Build a Booth” form (included in the Exhibitor Service Manual) by **October 5, 2023** to seek approval by the ISHRS.

Also, if you will have an **OUTSIDE INSTALLATION/DISMANTLE** company (other than Dreamz Conference Management) install and/or dismantle your exhibit, please inform Jule Uddfolk at [juddfolk@ishrs.org](mailto:juddfolk@ishrs.org) to seek ISHRS approval.

**ORDER DEADLINE: October 15, 2023** (exception: custom booth approval form by October 5, 2023)

If you have **questions**, please contact:

**Contact Person:** Mr. Sanjay Parajapati/Mr. Jitin Batra

**WhatsApp:** +91 9810558569

**E-mail:** [info@dreamztravel.net](mailto:info@dreamztravel.net), [operations@dreamztravel.net](mailto:operations@dreamztravel.net)

### **► Location of the Exhibition/Floor Plan:**

Click here to view the [Exhibit Floor Plan](#). Exhibit booths are located at the Leela Ambience Gurugram in Pearl Ballroom Foyer & Convention Foyer on the Meeting Level. These exhibit areas are near the General Session in the Pearl Ballroom.

### **► Exhibit Booth Dimensions & Details:**

Each exhibit booth measures 2 meters deep x 3 meters wide. To maintain uniformity and to prevent obstruction of view of adjoining exhibit booths, solid or draped objects cannot be higher than 94 inches in the back and cannot be higher than 36 inches along the sides.

**The fee for each exhibit booth includes:**

- One 2 meter deep x 3 meter wide exhibit booth (white hard wall booth structure with gray carpeting)
- Small table measuring 42 inches long x 22 inches wide with 2 chairs (this can be removed if you do not want it)
- A basic ID sign displaying company name and exhibit booth number
- Three spotlights for general booth illumination
- One standard electrical outlet
- One wastepaper basket
- Janitorial service for aisles only of the exhibit area (not inside of booth cleaning)
- A one-year listing in the Online Buyers Guide which is located in the Members Only section of the ISHRS website.
- Listing in the Final Program Guide
- Listing on the 31stannual.org congress website
- Listing in the ISHRS conference app

**The Booth Personnel Badge Fee includes:**

- Food & beverage for exhibit personnel, consisting of coffee breaks and lunches on Thursday, Friday and Saturday, and the Welcome Reception. (Note that breakfast is not served as the group rate at the Leela Ambience Gurugram includes breakfast in the hotel restaurant.)

**Also note:**

- There is **no storage space** for exhibitors in the exhibit area. The ISHRS does not provide storage space for exhibitors. If you require storage, you must create storage space within your booth (not in the aisles) or discuss storage possibilities with Siddhartha Logistics.

**For anything additional, you will need to order it through Dreamz Conference Management.**

► **Exhibit Personnel Registration:**

All personnel staffing your exhibit booth must register as exhibit personnel and pay the USD \$450 Booth Personnel Badge Fee, with a maximum of four (4) exhibit personnel per 2x3 meter exhibit booth. If you wish, you may add exhibit personnel up to the maximum of four (4) per exhibit booth using the [Exhibitor Information Form](#), up until September 11, 2023. Although there is a limit of four (4) exhibit personnel per exhibit booth, if you will have more representatives on-site who will swap-in and swap-out badges, then the ISHRS can process additional badges for them, but only four (4) representatives per booth will be allowed in the exhibit hall at a time. All exhibit representatives must be approved in advance. Badges are to be picked up at the ISHRS registration desk.

Food & beverage for registered exhibit personnel will consist of coffee breaks and lunches on Thursday, Friday and Saturday, and the Welcome Reception. Note that breakfast is not served as the group rate at the Leela Ambience Gurugram includes breakfast in the hotel restaurant.

► **Show Schedule:**

**EXHIBITORS SET-UP:**

Wednesday/November 1, 2023 **1:00PM-8:00PM**

**SHOW HOURS:**

Thursday/November 2, 2023 **8:00AM-7:30PM**  
*Welcome Reception in Exhibit Area:* **6:00PM-7:30PM**

Friday/November 3, 2023 **10:00AM-6:30PM**

Saturday/November 4, 2023 **8:00AM-2:00PM**

**DISMANTLE:**

Saturday/November 4, 2023 **2:00PM-4:30PM**

*Preliminary and subject to change.*

**Exhibits must NOT be disturbed, dismantled or removed before 2:00PM, Saturday, November 4, 2023.** All exhibit materials must be removed from the exhibit area by **4:30PM on Saturday, November 4, 2023.**

► **Exhibit Prospectus is the Exhibitor Contract:**

Please carefully review the [Exhibit Prospectus](#), as it is your exhibitor contract. It is important that all your exhibit representatives are familiar with the rules and terms in this document.

► **Additional Exposure Opportunities:**

This year we will be offering the following Additional Exposure Opportunities that you may purchase:

- Product Showcase Webcast
- Final Program Guide Ad
- Marketing Room Drop
- Educational Grant

See the [Additional Exposure Opportunities](#) brochure for full details and prices.

**QUESTIONS:**

If you have questions regarding exhibiting, please contact:

Jule Uddfolk, CMP

ISHRS Meetings & Exhibits Manager

Direct Phone: 1-773-883-1236

[juddfolk@ishrs.org](mailto:juddfolk@ishrs.org)