

Aero India 2019
USA Partnership Pavilion | Online Manual Login Details
Exhibitor Communications #3



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COMPANY NAME: «Company»
STAND NUMBER: «Booth_»
STAND TYPE: «OrdType»

Dear «BthFirst»,

We are pleased to provide your login details to access your Aero India Online Exhibitor Manual. Please take a moment to record your username and password. Once logged in, please note that some of the forms are not accessible at this time. Kallman Worldwide has been in communication with the show organizers to get this resolved and will update you as soon as information is made available.

We encourage you to become familiar with the entire exhibitor manual, as there may be other services you need. Please note organizers may change information and deadlines without any notification. We strongly suggest that you review your online exhibitor manual account on a regular basis for updates.

LOGIN DETAILS

Company: **ABC Corporation**
Username: jane@abccorp.com
Password: **1234567**

Aero India 2019 Online Manual Link: [Click Here](#)

SHOW ORGANIZER – AERO INDIA FORMS

We have outlined the IMPORTANT DEADLINES for the Show Organizer forms. Note “Mandatory” forms must be completed and submitted to Aero India prior to their deadlines. You are not required to complete and submit “Optional” forms unless you wish to take advantage of the specific services offered.

Information in this email and available online are recent as of today (1/4/2019). Please note organizers may change information and deadlines without any notification.

Show Organizer – Aero India Forms			
DEADLINE	FORM NAME	ADDITIONAL INFORMATION	
TBD	Exhibitors Photo Passes	Register your onsite team for passes.	MANDATORY FOR ALL EXHIBITORS
DATE HAS BEEN EXTENDED TO 11-Jan	Catalogue Entry	Free 150-word description.	MANDATORY FOR ALL EXHIBITORS

20-Jan	Approval of Raw Space Stand Design	Submit your space design for approval & your contractor agreement forms to aeroindia-ddp@gov.in . Kallman Worldwide will submit the design on behalf of Kallman Creative Services and Turnkey exhibitors only.	MANDATORY FOR SPACE ONLY EXHIBITORS Not Required for Turnkey & Kallman Creative Services Clients
TBD	Electrical Connection Requirement	Order power – for Space Only Exhibitors. Turnkey exhibitors must place their electrical orders directly through Kallman Worldwide.	MANDATORY FOR SPACE ONLY EXHIBITORS Not Required for Turnkey & Kallman Creative Services Clients
TBD	Additional Car Parking Pass	Each exhibitor receives 1 parking pass. There is a cost for additional parking passes.	OPTIONAL

** ALL EXHIBITORS refers to Turnkey, Space Only, Kallman Creative Services, and Co-Exhibiting Companies.*

VISA REQUIREMENTS – U.S. EXHIBITORS

For U.S. Exhibitors at Aero India 2019, you must **present a personalized invitation letter from Aero India to the India Embassy when applying for a VISA.**

You may contact the organizers, aeroindia-ddp@gov.in to obtain a “Visa Letter.” You will need to provide the following information:

- Name (as it appears on passport):
- Company Name:
- Date of Birth:
- Nationality:
- Passport Issue Date:
- Passport Expiration Date:
- Passport Number:
- Passport Issue Place:
- Visa Applying Country:

To review additional visa requirements, please click on the [Aero India 2019 Exhibitor Zone](#), followed by the “Visa, Hotel & Travel” tab.

U.S. specific visa requirements for India, please refer to the U.S. Department of State: [U.S. Passport & International Travel – India](#).

To obtain an India Visa in less than 48 hours, you may visit:

<https://www.indian-visaonline.org/>

The step-by-step process is easy to follow. To get ready to apply you will need to have information about your previous trips to India, your airport of entry and exit for your upcoming trip, your planned accommodations, the contact details of the organizer of the event you are attending, a .jpeg headshot photo and a PDF copy of the information pages of your passport. The validity of visa will be 30 days from the date of arrival in India. This is a single-entry visa and can only be issued twice in a year.

EXHIBITOR PASSES – U.S. EXHIBITORS

The organizers have allocated complimentary exhibitor passes based on the square meter size of your stand.

In your [Online Exhibitor Manual Account](#), click “Badge Registration” on the left side tab, to complete the badge requested information.

Your complimentary exhibitor pass allocation is as follows:

Exhibitor Pass: #

When registering the attending staff members, you will need each person's passport details and a photo (only .jpg, .jpeg, .png, or .gif image up to 500KB) to upload to the website. All badges will be picked up at the [Registration Centre at Gate No. 2](#) on the show site.

We hope you find this information helpful. If you have any questions or concerns, please do not hesitate to contact us.

Friendly regards,

Stand design/ booth upgrades/ exhibitor passes/ registration

Sharon Slender | +1 201-251-2600 x111 | SharonS@kallman.com

Co-Exhibitor form/ sponsorship/ advertising/ USA Guide

Samm Eichmann | +1 201-251-2600 x126 | SamanthaE@kallman.com

Best regards,

The Kallman Aero India 2019 Team

Kallman Worldwide | 4 North Street, Ste 800 | Waldwick NJ 07463 USA

Learn More. Sell More. Take Off.

The USA Partnership Pavilion is organized by



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