

Presenting
the mega opportunity for manufacturers and
exporters of **Home Furnishings,**
Textiles, Furniture, Houseware & Decoratives



HOME EXPO INDIA
15-18 April, 2014
INDIA EXPO CENTRE & MART
Greater Noida Exprssway, Delhi NCR



indian
HOUSEWARE AND DECORATIVES SHOW
Indian Houseware & Decoratives Show



IFFTEX '14
Indian Furnishings,
Floorings & Textiles Show
Indian Furnishings,
Floorings & Textiles Show



Indian Furniture & Accessories Show '14
Indian Furniture & Accessories Show

Home Expo India is a mega show consisting of three b2b shows, covering all the major segments of a modern home - home Furniture, Furnishings, Decoratives, Household products - Kitchenware, Tableware, Gardenware, Bathroom Accessories etc.

These shows are strategically timed with major Asian trade fairs being held in April-2014.

These shows are targeted at international buyers. At this expo, you can showcase your products to an audience of international buyers and importers besides wholesalers, distributors, retail chains, institutional buyers, merchandisers and interior designers from all over India.

To ensure good business, the show would be well published in mainline and b2b publication abroad. Over 600 Indian manufacturers and exporters of above segments will be participating in Home Expo. Over 84% exhibitors of Home Expo 2013 intends to repeat their participation in next Home Expo 2014.

Home Expo 2013 was visited by major overseas buyers like VIXEN & VELVET, GIBSON IMPORTING CO PTY LTD, FINK GMBH, ATLAS GMBH, HAANS LIFESTYLE BV, FURNINOVA AB, JLA HOME, PIPER 1 IMPORTS.

Besides overseas trade visitors, India retail giants such as Bharti Walmart, ITC, Trent, Fab India, etc. also visited the Home Expo 2013.

The three shows are professionally organised by the Export Promotion Council for Handicrafts, India's premier export promotion body who have been successfully organising Indian Handicrafts & Gifts Fair since 1994.

Indian Houseware & Decoratives Show

India's foremost b2b home products show



15-18 April, 2014

Product Profile

Houseware

Basket & Wicker Ware
Buckets & Planters
Builders Hardware
CD Racks
Curtains Rods
Elegant Living
Fire Place Accessories
Home Lighting and Fixtures
Living Area Accessories
Wine & Bottle Racks

Home Decoratives

Antique Reproductions
Ash Trays
Barbeque Equipment
Boxes In Wood and Metal
Candles
Chess Sets
Clocks
Decorative Door Handles/Knobs
EPNS Ware
Enamel Ware
Figurines
Fireplace Accessories
Games & Toys
Giftware
Glass Decoratives

Glassware
Incense Burners
Iron Crafts
Lace Products
Lamps & Lamp Shades
Lanterns
Leather Goods
Marquetry/Inlay work
Masks
Mirrors
Murals
Nameplates
Nautical Instruments
Paintings
Papier Mache Items
Picture Frames
Pottery and Ceramics
Sculptures in metal and stone
Wall Hangings
Wind Chimes

Kitchenware

Bar Accessories
Bowls, Dishes, Plates, Vessels
Cups, Coffee & Tea Sets
Cutlery, Cooking Tools & Accessories
Dinner Ware/Glasses & Mugs
Household Containers

Kitchen Mats
Kitchen Textiles
Pots, Pans & Utensils
Stainless Steel Articles
Vacuum Flasks

Tableware

Ashtrays
Beer Mugs
Candle Holder & Lamps
Cutlery
Gold & Silver plated Tableware
Napkins, Coasters & Mats
Presentation Trays
Table Accessories & Decorative Items
Vases & Bowls

Bathroom Accessories

Bathroom Fittings
Bathroom Mats
Bathroom Mirrors
Linen Closets & Towel Rails

Lawns & Garden

Barbeques Accessories
Flower Pots & Boxes
Garden Decorations & Ornaments
Garden Lighting
Lanterns & Garden Lights



Indian Furniture & Accessories Show

India's only b2b furniture show



15-18 April, 2014

Product Profile

Home Furniture

Bedroom furniture
Living room furniture
Dining room furniture
Kitchen furniture
Children's furniture
Study furniture
Classroom furniture

Hotel / Restaurant

Furniture
Bar Stools
Bar tables
Bottle Racks
Counters
Wall Units
Kitchen Tables
Trolleys
Chairs
Coffee Tables
End Tables
Dressers
Fireplaces
Tables
Chairs

Umbrellas
Benches
Stone Figurines
Loungers
Planters
Porch Swings
Garden Arbor
Hammocks
Parasols
Marble Fountains
Marble Benches
Marble Table Tops

Beach Furniture

Long Armchairs
Tables
Stools
Umbrellas
Handles
Knobs
Locks
Curtain Rods
Artistic Fittings
Fireplace Accessories



Indian Furnishings, Floorings & Textiles Expo (IFFTEX)

India's biggest international show of Home Furnishings,
Floorings and Textiles



15-18 April, 2014

Product Profile

Home Furnishings

- Bed Linen
- Table Linen
- Kitchen Linen
- Bathroom Linen
- Cushion covers
- Wall Hangings
- Curtains, Draperies & Accessories
- Hammocks
- Throws
- Upholstry Fabrics
- Wall & Ceiling Coverings
- Tapestries
- Tassels
- Non Textiles & Coated Table Coverings
- Laces & Embroidery Furnishings
- Handloom Fabrics
- Jacquard Fabrics
- Power Loom Fabrics
- Silk & Zari Furnishings
- Duvets Quilts & Coverlets
- Pleated Blinds

Floorings-Carpets, Rugs & Durries

- Hand knotted/Handmade woollen, Silk & Synthetic carpets & Rugs
- Woven Carpets & Rugs
- Tufted Carpets & Rugs
- Needled Felt Carpets & Rugs
- Woven Piles
- Flat woven Rugs & Rugs in Natural Fibers
- Tufted Tiles and Carpets
- Hand woven woollen, Cotton, Chenille Durries
- Rag Rugs
- Chain Stitch Rugs
- Wall to wall Carpets
- Runners, Stair Carpets

Natural Fibers Floorings

- Rattan, Bamboo & Wicker Floorings
- Jute Floorings & Door Mats
- Coir Floorings & Door Mats
- Hemp Floorings
- Jute Furnishings & Textiles
- Hemp Furnishings & Textiles
- Other Natural Fibers





15-18 April, 2014

Venue: India Expo Centre & Mart, Greater Noida Expressway, New Delhi

Organiser:

Export Promotion Council for Handicrafts

EPCH House, Pocket 6 & 7, Sector C, LSC,

Vasant Kunj, New Delhi – 110 070, India.

Tel: +91-11-26135256. Fax: +91-11-26135518/19

Email: homeexpoexhibitors@epch.com Website: www.epch.in

IHDS

IFFTEX

IFAS



Indian Houseware & Decoratives Show



Indian Furnishings, Floorings & Textiles Show



Indian Furniture & Accessories Show

STAND SPACE BOOKING APPLICATION FORM

Last Date: 25th February, 2014

Indian Houseware & Decoratives Show Indian Furnishings, Floorings & Textiles Show Furniture & Accessories Show

(Tick one, in case you would like to participate in two or all the three shows, please fill a separate form for each show. (Use photocopy))

Name of Organisation _____

Address _____

City _____ State _____ Pin Code _____

Company Telephone No. _____ Fax No. _____
(with area code)

E.Mail _____ Website _____

Name of CEO _____ Title (CEO/Partner/Director/Prop.) _____

Mobile No. _____ E-mail _____

Membership No. _____ PAN No. _____

TAN No. _____

Company Profile

Main Export Market _____

EXPORT TURNOVER (In Rs.)

(Amount In Lakhs)

2010-2011	2011-2012	2012-2013

SPACE REQUIREMENT FOR HOME EXPO INDIA, 2014

1. Modular Shell Stand (minimum 18 sq. mt.) @ Rs.6000/- per sq. mt. (12.36% Service Tax Extra).
2. Raw Space (minimum 36 sq. mt.) @ Rs. 5500/- per sq. mt. (12.36 % Service Tax Extra).
3. Compulsory Directory Entry fee Rs. 1500/- (12.36 % Service Tax Extra).

- 18 sq. mt. 24 sq. mt. 30 sq. mt.
 36 sq. mt. 42sq. mt. 48 sq. mt.
 _____ sq. mt.

Require Modular Shell Stand (min. 18 sq. mt.) Yes No

Require Raw Space (bare Space) (min. 36 sq. mt.) Yes No

Two side open stand with 10% Additional Charges Yes No

(In case of Clubbed Stands, 2 side charges shall be charged on the gross area)

MODE OF PAYMENT

(Please note, Cheques will not be accepted)

Demand Draft/Pay Order should be made in favour of **"Export Promotion Council for Handicrafts"** payable at **"New Delhi"**.

D. D./Pay Order no. _____ Dated _____

Bank _____ Amount _____

*Bank Details for payment made by RTGS/NEFT

Name of the Beneficiary : Export Promotion Council for Handicrafts

Beneficiary Address: "EPCH House" Pocket 6&7, Sector-C, LSC,
Vasant Kunj, New Delhi - 110070

Bank Name: Oriental Bank of Commerce

Branch Name: Mahipalpur, New Delhi

Current Account No. 00291010002970

RTGS/IFSC Code No. ORBC 0100029

Bank A/c no. _____

RTGS/NEFT Code No. _____

Branch Code _____ Bank Code _____

Amount Rs. _____

NB (1) *Payment through RTGS/NEFT should be informed to Accounts Section of EPCH within 3 days through email at accounts@epch.com and homeexpoexhibitors@epch.com. In case confirmation is not received within 7 days, please contact by email at accountsmanager@epch.com.

NB (2) RTGS/NEFT payment received after last date will not be entitled to allotment of stand and such payments will be refunded on receiving a request from the applicant on the following email homeexpoexhibitors@epch.com.

(Last Date 25th February, 2014)

ADVERTISEMENT IN FAIR DIRECTORY

I would like to insert an advertisement in the Fair Directory

	CHARGES	MECHANICAL DETAILS
<input type="checkbox"/> Full Page (Colour)	Rs. 25,000	19 X 19 CM
<input type="checkbox"/> Full Page (B & W)	Rs. 12,500	19 X 19 CM
<input type="checkbox"/> Half Page (Colour)	Rs. 12,500	9.5 X 19 CM

(S.T. @ 12.36% Extra)

PREMIUM POSITIONS (Subject to Availability)

	CHARGES	MECHANICAL DETAILS
<input type="checkbox"/> Inside Front Cover (Colour)	Rs. 50,000	19 X 19 CM
<input type="checkbox"/> Inside Back Cover (Colour)	Rs. 40,000	19 X 19 CM
<input type="checkbox"/> Bookmark (Colour)	Rs. 30,000	14 X 5 CM

(S.T. @ 12.36% Extra)

ADVERTISEMENT MATERIAL

We are enclosing (Please Tick one)

- Text Matter
- Artwork on CD (EPS File with Colour Proof)
- Film Positives (on 133/150 LPI with Colour Proof)
- Material will be sent later (latest by 15th March 2014)

MODE OF PAYMENT FOR ADVERTISEMENTS

(Please note, Cheques will not be accepted)

D. D./Pay Order no. _____ Dated _____

Bank _____ Amount _____

Please note that the full payment for the advertisement has to be made through separate demand draft by 25th February, 2014.

DECLARATION

This is our application for stand space for the above exhibition and we declare that the information given by us is true to the best of our knowledge. We confirm that we have read, understood and agree to comply with and to be bound by the Exhibition Terms & Conditions as well as the General Exhibitor Rules enclosed with this application form. We further undertake to comply with the general or general or specific instructions / directions issued time to time by the Export Promotion Council for Handicrafts before or during the fair.

Date	Name of signatory
	Designation
Place	Signature & Stamp

EXHIBITION TERMS & CONDITIONS

EXHIBITION SPACE

NORMAL STALL SIZE 18 sq. mtr. or in multiples of 6 sq. mtrs.

The Committee reserves the right to reduce the size of the stalls depending on the number of eligible applications and availability of space.

Raw space: For individual booth allotment of 36 sq. mtr. and above. Means only space with one electrical supply point. (Does not include carpet and any other item to be given in Modular Stand).

Details of Modular Shell stand

Fully Constructed stalls with modular shell structure will be available for the duration of the fair. A 18 sq. mtr. stand shall include the following furniture, fittings and fixtures:-

- | | |
|-----------------------------------------|------------------------------------------|
| - Three-side partition for normal stand | - One waste paper basket |
| - Floor Carpeting | - Electricity fittings with 8 spotlights |
| - Fascia with participants name | - One Table |
| - Electricity point 5/15 amp | - 3 Chairs |

1. Shelves/Showcases and other display aids shall have to be arranged by the participants on their own.

2. Badges/passes depending on the area allocated to the exhibitors shall be issued free of cost.

3. General security shall also be provided.

PARTICIPATION CHARGES, MODE & SCHEDULE OF PAYMENT

1. Modular Shell Stand (minimum 18 sq. mt.) @ Rs. 6000/- per sq. mt. (12.36% Service Tax Extra). Participation charges include charges for electrical consumption.
2. Raw Space (minimum 36 sq. mt.) @ Rs. 5500/- per sq. mt. (12.36% Service Tax Extra). Participation charges do not include charges for electrical consumption.
3. Two side open stand with 10% additional charges. In case of Clubbed Stand, 10% additional charges will be charged on the gross area.
4. The applicant must submit their application along with 50% fee as per the indicative fee table. The balance payment is to be made immediately after allotment.
5. All payments are to be made by Demand Draft/Pay Order payable at New Delhi drawn in favour of "Export Promotion Council for Handicrafts". Or payment can be deposited through RTGS/NEFT.
6. The last date for submission of application along with the requisite application fee is 25 February, 2014.

INDICATIVE FEE TABLE: (AMOUNT IN RS.)

Stand Size	MODULAR SHELL CHARGES				RAW SPACE CHARGES			
	Participation Charges	Service Tax	Total Participation Charges	50% Amount to be paid with the Application	Participation Charges	Service Tax	Total Participation Charges	50% Amount to be paid with the Application
18 sq. mtr.	108000	13349	121349	60675	-	-	-	-
24 sq. mtr.	144000	17798	161798	80899	-	-	-	-
30 sq. mtr.	180000	22248	202248	101124	-	-	-	-
36 sq. mtr.	216000	26698	242698	121349	198000	24473	222473	111237
42 sq. mtr.	252000	31147	283147	141574	231000	28552	259552	129776
48 sq. mtr.	288000	35597	323597	161799	264000	32630	296630	148315

10% Extra for 2 side open stands

10% Extra for 2 side open stands

ELIGIBILITY CRITERIA FOR PARTICIPATION IN HOME EXPO INDIA 2013.

1. The applicant must be a registered member of EPCH.
2. Submission of application/deposit of fee does not mean the confirmation of allotment of stand.
3. The organiser reserves the right to select the applicants.
4. The organiser reserves the right to devise reasonable criteria for allotment of space.
5. The organiser reserves the right to accord priority to applicants on their exports performance, products and product group.
6. The organiser reserves the right to allot the large booth in the fair to any specific product category / group with a view to give impetus to newly developed products in the Home Expo India 2014.
7. Submission of Export Performance as per the proforma given in the application form is essential for consideration of application.
8. Submission of product photographs is essential for consideration of application.

(Applicants may note, the Council can at any time ask them to furnish documents in support of the facts & figures submitted by them).

- NB** 1. The Committee reserves the right to accept or reject any application. The Committee also reserves the right to allocate or re-allocate any stall to any applicant. The Committee also reserves the right to ask the applicant, the details/photographs of the products to be displayed in the fair. The Committee can also curtail the area of any stall depending on the criteria and availability of space. The Committee, keeping in view the objectives of the Council, may exercise these discretionary powers. If any applicant is aggrieved by the decision of the Committee in this regard, he shall be entitled to appeal against the same to the Development Commissioner (Handicrafts), Ministry of Textiles, Govt. of India, New Delhi within 15 days of the same, whose decision thereon shall be final and binding.
2. The refund of any amount either on account of excess payment or due to non-allotment of space shall not bear any interest. However, refund would be made within 45 days after the close of the application.

- NB** Space will be allocated to member exhibitors by name of organization and sharing/ sub-letting shall not be allowed under any circumstances. The Council reserve the right to close such stand and debar the member exporter from any future Participation.

For any enquiry or detail, please contact: Director, EPCH.

1. The Council reserves the right to cancel/reschedule the show or change its venue at any point of time or revise visiting hours for reasons beyond its control. No claim whatsoever shall be entertained from any exhibitor/visitor on this account.
2. The Council reserves the right to allot/locate/reallocate or reject the application for the space to the applicant.
3. The Council reserves the right to allocate/reallocate space, change the layout, add or delete corridors which may affect the orientation of stalls. Its decision in this regard shall be final and binding. The layout of the stands shall be determined by the EPCH and shall be final and binding.
4. In case space in any stall gets reduced due to pillar or any other obstruction the Council will not be liable for any compensation to the exhibitor except the adjustment of space charges of unutilized space covered by such obstructions.
5. Space will be allocated to exhibitors/companies by name of organisation and sharing or sub-letting will not be allowed under any circumstances.
6. The cases of those applicants who have been served notice(s) for non-compliance of General Exhibitor Rules in any of the previous fairs shall be placed before the Council along with reply/explanation, if any, furnished by the applicant for its consideration. If the Council feels that the applicant should be debarred from participating in the forthcoming fair, the Council shall issue notice in writing to the applicant and grant a personal hearing to the applicant and shall take a final decision on this issue thereafter. The decision of the Council shall be final and binding on the applicants. In deciding the fate of such applicants, the Council will be guided by the seriousness of non-compliance/breach of the General Exhibitor Rules by the applicant.
7. If at any stage it is found that any applicant does not fulfill the eligibility criteria or that the applicant has made a false declaration or mis-statement in the application for allotment of space, the Council reserves the right to cancel the allotment of space at any stage before or during the show.
8. Entry to the show will be strictly for business visitors and invites between 10-6 p.m. on the show days or as decided by the Council. On 18th April, 2014, the show will close at 5.00 p.m.
9. The stalls shall be handed over to the participants, approximately 18 hours before the start of the show and the participants are expected to decorate their stalls well before the scheduled opening. Participants are expected to take away their exhibits immediately after the close of the show after which the responsibility of the show Council shall cease immediately.
10. Modular shell stand structure along with the items already mentioned would be provided to the exhibitors. Additional display aids would be arranged by the participants themselves at their own cost. No alterations to the stands shall be permitted.
11. Platforms, podiums etc. leading to exhibits must be constructed within stand area in such a way that they are safe and enable visitors to move freely. No exhibit or any article would be allowed outside the stall or in the passage area.
12. All passages, emergency exits, main entrance and access to the service area, it to be kept clear at all times.
13. Maximum height of exhibits permitted would be 8ft. from ground level unless permitted by the Director, Fair.
14. Participant's name on fascia will be provided in standard lettering by the Council.
15. In case any exhibitor/visitor having any claim about the design displayed by any exhibitor, he/she should contact the Council with documentary evidence i.e. registration of design with Registrar of Copyright/Controller of Patents & Designs, Trade Marks etc. The Council on satisfaction can ask the exhibitor for removal of such products from display at the show.
16. Fire safety rules and regulations will be observed at all times. It is not permitted to store or use inflammable liquids/packaging material or any other such material in the hall.
17. It is not permitted to affix coverings by bonding or to paint hall walls, pillars or any other parts of the hall. Drilling or shooting-in of bolts, as well as hammering of steel nails, dowel, etc. into floor, pillars & panels is not permitted. The cost of damage caused by the exhibitor, its employees, representatives or agents to the exhibit space will be billed to & paid for by the exhibitor before the closing of exhibition.
18. No stand should be left unattended during the exhibition hours. No activity which in the opinion of the Council amounts to nuisance or annoyance will be caused by the participants. The playing of music system shall not be allowed. The Council shall have the right to take remedial action in such case including closing the stand.
19. All participants are required to remove the night sheets/curtains from their stands at 10 p.m. at the time of opening of show. In defiance of the same, the Council reserves the right to remove the night sheets/curtains or declare the stand officially closed. No claim on account of closure, theft, pilferage etc. will be entertained.
20. In case any exhibitor is found not maintaining proper decorum in the show, distributing literature, bag or any other promotional item, or canvassing in any form in and around the exhibition venue, or not complying with the General Exhibitor Rules, will be served a notice by the Director of the show to explain their actions. In case this proves unsatisfactory to the show Council, the participant will be asked to either close the stand or will be debarred from future participation in the show.
21. Entry to the show by representatives of participants will be on the basis of exhibitor passes issued by the Council.
22. Vehicles carrying exhibits etc. can be allowed to come in Expo centre from the designated gates well before the prescribed time of opening of exhibition & upto 8 hrs after the close of the exhibition with the prior approval of the authorized representative of the Council.
23. Exit permit will be required for taking out any material out of Expo Centre during the show period. Exit permit will be issued by the authorised representative of the Council.
24. No exhibits/cases/display material will be allowed to be taken out of Expo Centre after the closing of the show without exit permit. Exit permit will be issued by the authorised representative of the Council upon taking over of the stand from the participant in the same condition.
25. Limited car parking will be allowed within Expo Centre; however Cars/Vehicles may be parked in the parking areas around the Expo Centre.
26. Participants will be responsible for the security of their exhibits and stalls. The Council will, however, make general security arrangements at the exhibition halls in particular.
27. In the event of cancellation of participation by any applicant at any stage, the entire amount deposited till then by the applicant shall stand forfeited.
28. The Council reserves the right to restrain any participant from displaying exhibits which the Council finds objectionable.
29. The Council reserves the right to photograph any exhibit for its use without permission of the exhibitors.
30. The Council reserves the right of selection, position of advertisements and editing of advertisement material for printing in the Official show Directory.
31. For any other disputes, the decision of the Home Expo India Committee shall be final and binding on the applicants/participant.
32. The space may be allotted either in exhibition halls, extended areas or mart areas as the case may be.
33. The Council can extend the total exhibition area, add additional halls or by adding temporary structure in or outside the main halls. The Participation charges however will be same for stands in Hall and temporary structures.
34. The Council does not take any responsibility for or guarantee the procurement of any business or trade enquiry in the show.
35. The Council shall not be responsible for any damage/theft/pilferage in any of the halls/permanent or temporary structures due to any acts of god or man.
36. The participation in Home Expo India, 2014 does not guarantee or give preferential status for space allotment in future shows unless otherwise decided by the Council.
37. The Council may provisionally allot space to certain applicants which may be subject to change any time before the start of the show.
38. As the show would be held in Greater Noida, the participants would be governed by UP Govt. sales tax rules.
39. The Courts in Delhi shall have exclusive jurisdiction in all disputes.
40. The participant will be participating in the show at their own risk and cost.
41. No retail sale shall be permitted during the Home Expo.
42. The interpretation of these rules by the Council will be final.
43. **Special Instructions to Exhibitors of Raw Space or Own Built Space-Fire Safety Guidelines**
 - i. Use of inflammable material like dry grass/straw, jute & synthetic fabric/flex mending will be strictly prohibited.
 - ii. Use of halogen lights or any other high-intensity lights that generate excessive heat will be strictly prohibited.
 - iii. Electrical works in the stands must be entrusted to licensed electrical contractors and use of ISI certified & fire retardant material of approved manufacturers shall be mandatory.
 - iv. For all raw space stalls, exhibitors are required to install fire extinguishers during the construction & exhibition period including the period of dismantling.
 - v. In case, the exhibitor's fail to do the same, the Council will install and charges shall be billed to the exhibitor.

NB Please retain a copy of application form for your records.



Organised by:

EXPORT PROMOTION COUNCIL FOR HANDICRAFTS

EPCH House, Pocket - 6 & 7, Sector - C, Local Shopping Centre, Vasant Kunj, New Delhi - 110 070, India.

Tel: +91-11-26135256 Fax: +91-11-26135518/19 E-mail: homeexporexhibitors@epch.com



FAIR DIRECTORY ENTRY FORM

We are Participating in (Select one)

- Indian Houseware & Decoratives Show Indian Furnishings, Floorings & Textiles Show Furniture & Accessories Show

Name of the Organisation _____

Address _____

Phone (with area Code) _____ Mobile _____ Fax (with area Code) _____

Email _____ Website _____

Contact Executive MR. / MRS. / MS _____

Please list maximum of 10 products for inclusion in the fair directory. Please refer to the product profile of each show in the application form.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

Name of Person

Signature with Rubber Stamp



15-18 April, 2014
Venue: India Expo Centre & Mart,
Greater Noida Expressway, New Delhi



PRIME PRODUCTS PHOTOGRAPH

Name of the Organisation _____

Kindly attach two Photos of Prime Products being displayed to help the organisers to take a decision