

EXHIBITORS MANUAL



GREEN ENERGY INDIA EXPO

16th, 17th & 18th DECEMBER 2025
BIEC, BENGALURU



www.reexpo.biz

A PREMIUM B2B CONVERGENCE OF RENEWABLE ENERGY, STORAGE, EVs & BATTERY TECHNOLOGIES.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

CONTENTS

| | |
|----------------|---|
| WELCOME LETTER | 3 |
|----------------|---|

| | |
|------------|---|
| FLOOR PLAN | 4 |
|------------|---|

| | |
|------------|---|
| STALL PLAN | 5 |
|------------|---|

| | |
|------------------------------------|---|
| EXHIBITION SERVICE AND CONTRACTORS | 6 |
|------------------------------------|---|

| | |
|-------|----|
| FORMS | 15 |
|-------|----|

* Press CTRL & Click the content to go to the page number

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

WELCOME LETTER

Dear Exhibitors,

Greetings from GREENENERGY INDIA EXPO Team!

We are glad to announce the GREEN ENERGY INDIA EXPO, A premium B2B convergence of renewable energy, Storage, Evs & Battery technologies Event in South Asia, will be held on 16th, 17th & 18th December 2025 at BIEC, Bengaluru, India.

Exhibition Catalyst would like to present you with this Exhibitor's Manual, laying out guidelines and important aspects that you need to know as an Exhibitor/ Visitor at the Expo. The manual has been designed to ensure a smooth and successful participation from your end.

In order to have a hassle-free experience at the GREEN ENERGY INDIA EXPO , you are hereby kindly requested to study the contents of the manual carefully. Once read, you are requested to revert all the forms duly signed and filled via email or fax to the Exhibition catalyst office. Further, you are advised to retain a copy of each form for your records in order to settle any query and also to ensure a quick invoice settlement.

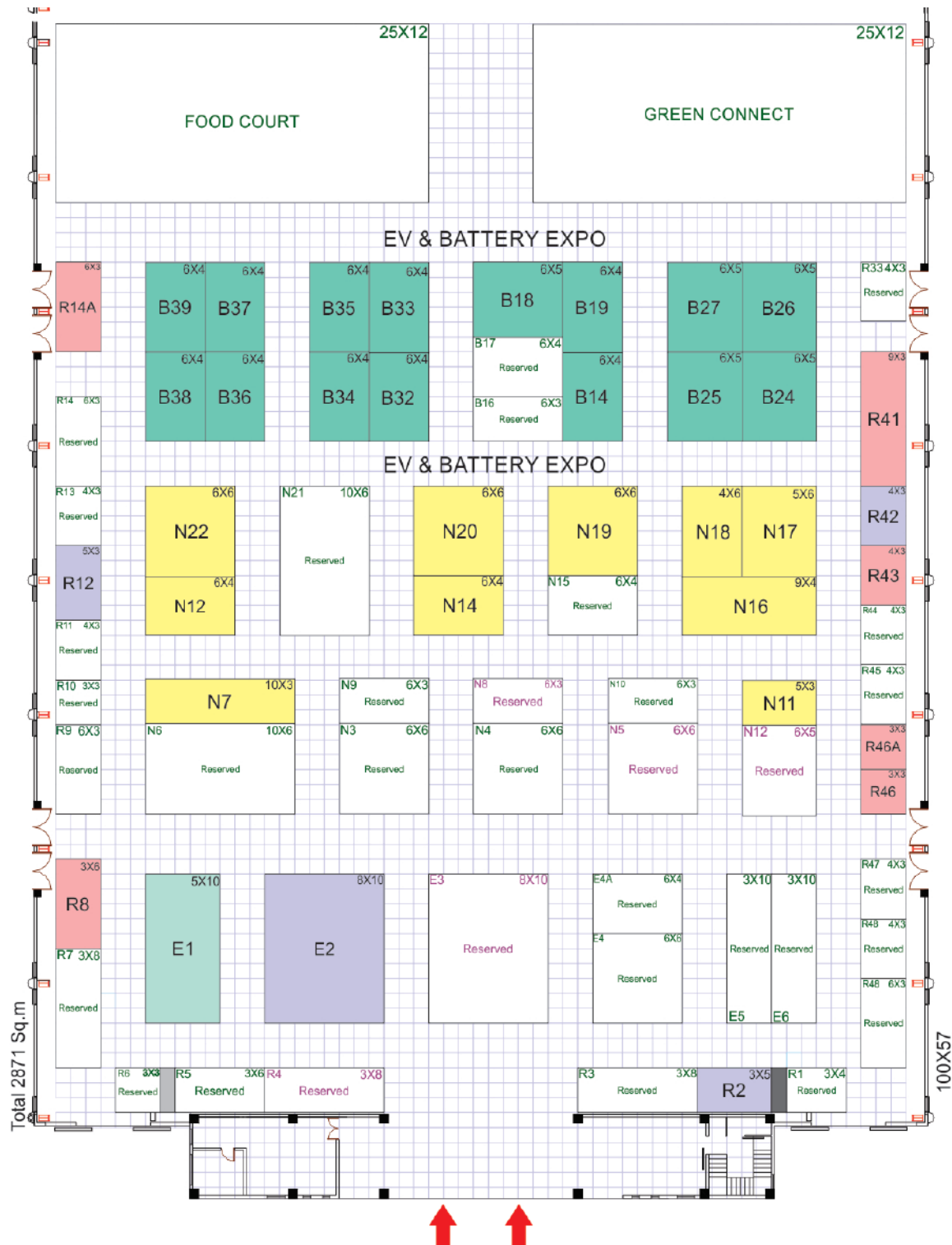
You can contact Exhibition Catalyst Pvt Ltd (A Water Today Group company) for any query with regards to the GREEN ENERGY INDIA EXPO. We ensure our best cooperation, support, and wish you a smooth participation at GREEN ENERGY INDIA EXPO.

Thanks & regards,

Exhibition Catalyst Pvt Ltd.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025



A PREMIUM B2B CONVERGENCE OF RENEWABLE ENERGY, EVs, E-MOBILITY, BATTERY TECHNOLOGIES & ENERGY STORAGE SYSTEMS

3D, 3rd Floor, Bhageeratha Residency, 124, Marshall's Road, Egmore, Chennai - 600 008.

Website: www.greenenergyindiaexpo.biz

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

STALL PLAN Shell Scheme / Built -up Stall

- 1. Octonorm Table - 1 No
- 2. Folding Chair - 2 Nos
- 3. Spot Light - 3 Nos
- 4. 5 amps Plug Point - 1 No
- 5. Wastebin - 1 No



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GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

EXHIBITORS PROGRAMME, DATE AND VENUE

| EVENT | DATE | VENUE | TIME (Hrs) |
|--------------|-----------------------|--------|---------------|
| INAUGURATION | DECEMBER 16, 2025 | HALL 1 | 10:00 -11:00 |
| EXHIBITION | DECEMBER 16 -18, 2025 | HALL 1 | 10:00 - 18:00 |

EXHIBITION BUILD-UP SCHEDULE

| EVENT | DAY | DATE | TIME (Hrs) |
|--|--------|--------------|------------|
| RAW SPACE BOOTH LOCATION WITH FLOOR MARKING FOR EXHIBITORS | MONDAY | DEC 15, 2025 | 12:00 PM |
| COMPLETION OF DESIGN STALLS (Refer Page 10) | MONDAY | DEC 16, 2025 | 01:00 AM |
| COMPLETION OF SHELL SCHEME STALLS | MONDAY | DEC 15, 2025 | 05:30 PM |
| POSSESSION OF SHELL SCHEME STALLS | MONDAY | DEC 15, 2025 | 05:30 PM |

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

GENERAL INFORMATION

1. Venue Entry

Visitors' Entry to the exhibition will be free. Visitors are requested to be present at the VENUE 15-30 minutes prior to the exhibition opening hours to ensure a smooth registration process.

Business Visitors Only

Children below 16 years not allowed inside Exhibition Halls.

2. Exhibition Hall Specification

Hall 1, BANGALORE INTERNATIONAL EXHIBITION CENTER (BIEC) BENGALURU.

Ceiling Height : 5.5 meter (Hall 1)

Vehicle entry into hall : 4 x 4 Meter

Floor loading : 3 Ton per sq.m.

Total Power : 1600 kW

Vehicle Parking : 140 meters

An arrangement has also been made for a Meeting Lounge and Business Centre. Hall at the Convention centre are centrally air-conditioned.

3. Exhibition Facilities

Arrangements have been made for Trade and Business; and Visitors' registration counters at the entrance of the Hall. Trade, Business as well as Exhibition Visitors can avail a badge after duly filling the registration form and/or submitting their business cards. The badge will be valid for all three days of the GREEN ENERGY INDIA EXPO 2025.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

4.Cafeteria

Lunch and Refreshment will be available for the Exhibitors at the Cafeteria located within the hall at a nominal cost fixed on their own by the official hospitality partner of GREEN ENERGY INDIA EXPO 2025.

5.Show Management Office

The organizers will operate from the show management office, inside Hall, from 12:00 noon 11th DEC onwards. For any assistance during the Expo, the Exhibitors can contact the office.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

Procedure for availing exemption:

- a) 5 Copies of invoice with full description should be submitted by the exhibitors to the excise authorities during the transit from various locations.
- b) Exhibitor should mention the item listed in the invoice “For Display purpose only at GREEN ENERGY INDIA EXPO at SS Convention Centre and not for sale”, along with the GREEN ENERGY INDIA EXPO . participation certificate / Letter provided by the Organizers.
- c) Exhibitors are advised to take care of other transport related documents to satisfy the statutory requirements. In case of clarification, exhibitors are advised to take assistance from the Official freight forwarder.
- d) Exhibitors are strongly advised to consign the exhibits in the name of exhibitor themselves/ local agents and not in the name of Organizers.
- e) Exhibitor Catalyst (The Organizer) strongly advises the exhibitors to ensure the safety of all their goods before shipping.
- f) The organizers are not responsible for any pilferage or loss during shipping / transportation / handling at the exhibition hall.

7. Material Handling

As per the rules, the exhibition materials at the venue / onsite can be handled only by the approved official agency. No private fork lifts/ handling equipments will be allowed inside the exhibition hall.

For on site handling related services & costs, exhibitors are advised to contact the Official on-site handling agent directly.

8. Carpeting

Contractors & Exhibitors are requested to strictly observe that carpeting inside the halls during build-up is permitted.

9. Waste

Throwing of waste material by the exhibitors on the aisles from their stand is strictly forbidden.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

10. Removal of Exhibits

The exhibitors will be allowed to remove their exhibits from their respective stall only after the closure of the expo on Dec 18th 2025, 18:00 hrs. further dismantling of the Exhibits should be completed before 12 midnight on 18th Dec 2025.

11. Transport

Vehicle carrying the exhibition goods will be allowed inside BIEC through Main Gate only on 15th December 2025 after 12:00 hrs.

EXHIBITION SERVICE AND CONTRACTORS

1. POWER SUPPLY, WATER & COMPRESSED AIR

a) Additional Power charge

Additional power required by the Exhibitor will be made available at an extra cost as per charges liable for service connection in prior to the 15 days before to the event Start date, However, an Exhibitor will first have to make a request to the organizer by filling online form.

REFER FORM 1

b) Water connection can be given only at a few stall locations, please check with the organizers. Contact Exhibition Catalyst Pvt Ltd for further details.

2. RAW SPACE BOOTH Guidelines

- a) Exhibitors are encouraged to utilize booth construction services from the approved list of fabricators only for raw space, encompassing both design and construction aspects. Please be advised that entrance will be denied to any external vendors not included in the designated panel for booth construction.
- b) The construction of the Raw Space Booth may proceed only after the design has received approval from the organizer. Additionally, specific guidelines will be provided for the approved stall design
- c) Any charges levied by the hall owner due to the damages caused to the property of the Exhibition Hall during the construction of Raw Space Booth, will be born by the Exhibitor/Contractor.
- d) Power is not included for the Raw Space Booth Exhibitors, in that case exhibitor need to get power on charges basis as per their requirement.
- e) Power requirement to be shared to organizer in prior to the 15 days before the event start Date.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

- f) Design stall fabrication / Contractor has to issue Security Deposit Cheque of Rs.25,000/- in favour of “Exhibition Catalyst” the same shall be returned after dismantling.
- g) Design stall has to be complete their work on or before 01:00 am of 16th Dec 2025 failing which organiser has right to stop work or deduct value from the Security Deposit amount from the contractor.
- h) Any damages at the venue centre, Contractor liable to pay the damages value.
- i) Empanelment Fee: Vendors will pay an empanelment fee of 5,000 per project.
- j) Project-Based Fee: Vendors will also pay 150 per square meter of stall space to the organizer, based on the actual job area allocated.
- k) Deductions: Penalties for delays or non-compliance will be deducted from project payments.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

The following vendors have been officially authorized to provide fabrication and branding services for Green Energy India Expo 2025. All exhibitors are required to engage the services of these designated vendors only for booth construction and branding purposes. Access to the venue will not be granted to vendors not included in this approved list.

Stall Design and Fabrication

| COMPANY NAME | CONTACT PERSON | CONTACT NUMBER | EMAIL ID | LOCATION |
|------------------|----------------|-----------------|-----------------------------|----------|
| B SEEN DESIGNS | SIRAJ | +91 88704 96115 | support@bseendesigns.com | CHENNAI |
| HYLITE SOLUTIONS | S. NANDAKUMAR | +91 98415 40034 | hylite.nandakumar@gmail.com | CHENNAI |

NOTE: For our upcoming Bengaluru GEI event, the authorised fabrication team will be working on the stall branding and stall construction. Other vendors will not be allowed. In case a new vendor comes up, then they must pay administrative charges of Rs.100 per square meter.

Outside Vendors Not Allowed

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

3. EXHIBITION BADGE

a) The Exhibition Badge is a MUST for all the Exhibitors for entry to the hall on all the three days of the EXPO. Organizers will issue the Exhibitor Badges from the Registration Counter on 16th Dec, 2025 between 9:00-10:00 hrs. Each Exhibitor will be allotted a maximum of four badges.

b) The List has to be shared in prior to 7 days of the event start date, last minute submission may get delay on providing badges

4. STALL FABRICATION / STALL INTERIOR DECORATORS/EMPANELLED VENDOR LIST

B SEEN DESIGNS, No.33/1, Parthasarathi Street, Teynampet, Chennai – 600 086, Tamilnadu, India.

Contact Person : Mr. Siraj, Contact Number : +91-8870496115, E-Mail : support@bseendesigns.com

GST No : 33ABAFB0773C1Z4

HYLITE SOLUTIONS, No.5/31, 3rd Main Road, Sri Ayyappa Nagar, Virugambakkam, Chennai - 600 092, Tamilnadu, India. Contact Person : Mr. S.Nandakumar, Contact Number : +91-9841540034

E-Mail: hylite.nandakumar@gmail.com, GST No : 33AFSPN0169E1ZF

5. LOGISTICS & FREIGHT MOVEMENT

R.E. Rogers India Pvt Ltd.

Mr.Vivek - Email: vivek@rogersworldwideindia.com, Mobile: +91 98864 77024

Mr.Abhilash - Email: abhilash@rogersworldwideindia.com, Mobile: +91 99029 50946

Mr.Surendhar.K Email : surender@rogersworldwideindia.com Mobile: +91 99450 83076

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

FORM 2 – RAW SPACE BOOTH PLAN APPROVAL

In order to ensure visitors reach all areas of the Expo, each stand should be located such that it neither blocks nor restricts the view of other stands.

DESIGN RULE (BOLD)

1. Outside walls must have a maximum length of 3mts after which an access into the stand should have a minimum width of 2m.
2. Overhead hangings or encroaching neighbouring stand's aisle must be avoided.
3. The height of the stand should not exceed limits and always be in proportion to the size of the rented space.

Plan Approval

1. Raw Space Booth..... submitted on an A3 size..... in 1:10. The contractors name and address should be included in the plan.
2. For prior approval, the design should be submitted to the organizer in triplicate together with this form.
3. The construction work will be permitted only after the plan has been approved by the organiser.

Return this form to:

EXHIBITION CATALYST PVT LTD.

3D, 3rd Floor, Bhageeratha Residency, 124 Marshall's Road, Egmore, Chennai 600 008

Email: Website: www.reexpo.biz

Exhibitor.....Booth No.....

Address.....

Telephone.....Fax.....Email.....

Contact Person.....Designation.....

Signature.....Date.....

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

FORMS

FORM 1 – POWER SUPPLY & WATER:-

Additional Power and Water request for Raw Space & Shell Space Exhibitor

| Power Load | Connection | | Consumption | | KW required | Amount |
|------------|------------|--|-------------|--|-------------|--------|
| | Rs | | Rs | | | |
| 1 KW | 350 | | 3500 | | | |
| | | | | | | |

The above rates include wiring up to the main switch board provided in the stall. Cost of power consumed (single /3 phase) on connected load KW (min)

Electric Load

Exhibitors requiring heavy electricity load for the exhibits should submit their requirements to the organizer on or before 5th Dec 2025.

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

FURNITURE/ ELECTRICAL

1. Photos – Furniture
2. Photos – Electrical Accessories
3. Dimensions – Furniture & Electrical Items
4. Rates – Furniture & Electrical Items
5. Form 8 (Furniture)
6. Form 9 (Electrical Accessories)

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

Product Catalogue



Octonorm Table - Rs.1000



Lockable Table - Rs.2000



Standard Chair - Rs.500



3 Chairs & Roundtable - Rs.3600



Brochure Stand - Rs.1000



Steel Round Table - Rs.2000



Hydraulic Bar Stool -Rs.1500 Each



Spot Light - Rs.500



Glass Counter Tall - Rs.4500



TV "42" - 4500



Glass Counter Small - Rs.4000



Shelf - Rs.450

GREEN ENERGY INDIA EXPO

16th, 17th, 18th Dec - 2025

Please Note:-

- Additional elements required by individual participation should be made known to Exhibition Catalyst, at least 7 days prior to show date (i.e. | Dec 09th, 2025).
- Any requirements after the above date will be provided on available basis
- Additional elements will be provided against advance payment only.
- Service tax as applicable will be charged extra on the total amount