

# GUIDELINES FOR



4 - 6 SEPTEMBER  
NEW DELHI | 2025

Bharat Mandapam, New Delhi

# STALL RESERVATION



11<sup>th</sup> INTERNATIONAL  
PHARMACEUTICAL  
EDITION EXHIBITION

Supported by:



Organized by:




# CHECK YOUR IEC / MEMBERSHIP

## STEP 1

- Visit IPHEX Website ([www.iphex-india.com](http://www.iphex-india.com))

## STEP 2

- Click on **Check your IEC** (CIRCLED IN RED)
- The website will redirect you to the **Verify IEC / Membership** page
- Enter your IEC & click on **Verify IEC / Membership** button



Home About IPHEX Exhibitors v Overseas Delegates Registration v General Visitors **Check Your IEC** Contact Us

Verify IEC / Membership

Enter your IEC:

Verify IEC / Membership

- If Your IEC / Membership is ACTIVE, you can see this message

Your IEC number is ACTIVE in the member database of PHARMEXCIL

- If Your IEC / Membership number is IN-ACTIVE / NOT AVAILABLE, then you can see this message

Your IEC / Membership is IN-ACTIVE / NOT AVAILABLE in the member database of PHARMEXCIL

please contact us further assistance

[support@pharmexcil.com](mailto:support@pharmexcil.com) / [rcmcrenewals@pharmexcil.com](mailto:rcmcrenewals@pharmexcil.com) / [coo@pharmexcil.com](mailto:coo@pharmexcil.com)

# For STALL RESERVATION

STEP 1

- Visit IPHEX Website ([www.iphex-india.com](http://www.iphex-india.com))

STEP 2


- Click on **BOOK YOUR STALL** (CIRCLED IN RED)
- The website will redirect you to the **interactive Floor Plan**

 Floor Plan

 Download Hall 2 Floor Plan

 Available Stall

 Reserved Stall

 Confirmed Stall

Overall Layout



Hall-2  
(Exhibition)

Hall-3  
(Exhibition)

Hall-4  
(Exhibition)

Hall-5  
(Exhibition)

STEP 3

- Click on the **HALL NUMBER** which you are **INTERESTED**
- The floor plan will be displayed
- Then **SELECT** the **STALL**  Available Stall  Reserved Stall
- Move the cursor on that particular stall, then it will display the Booth details (a pop-up screen)

STEP 4

- Click on that **Stall Number**



## Book Your Stall

- Guidelines for Stall Reservation
- View Floor Plan
- Check your IEC
- Book Your Stall (from 15 April 2025 15:00 hrs onwards)

Booth :

Area[Sq.m]:  Sq. m

Dimensions[LxB]:  sqmt

Pharmexcil Members:Bare / Shell

INR  /

Non Members:Bare / Shell

INR  /

Goods and Services Tax (GST):18%

STEP 5

- **Selecting Your Preference will Redirect** to an **Initial REGISTRATION PAGE** as below
- **Enter your IEC Number** and **click on screen**, then the basic details will be displayed automatically from our database
- **Edit/Enter the Contact Person Name**
- **Enter Contact Person Mobile Number**
- **Edit/Enter the Contact Email**
- **Accept Terms & Conditions**
- **Continue to Book stall** (button)

### Stall Reservation

**Please enter the following details:**

▶ Enter the IEC Number registered with PHARMEXCIL

▶ Non-Members, please submit your request via GoogleForm - [submit here](#) and subject to the stall availability, the IPHEX team will update you accordingly.

▶ If you have any questions or need further assistance, feel free to contact us at [director.rodelli@pharmexcil.com](mailto:director.rodelli@pharmexcil.com) / [sales@iphex-india.com](mailto:sales@iphex-india.com)

IEC No :

RCMC No :

Company Name :

Contact Name \* :

Mobile \* :

Email \* :

☐ I Accept to Terms & Conditions



Continue to Book Stall

## STEP 6

- **Stall Reservation Web Page** will be displayed
- Selected **Stall details**, your **Stall No**, **Stall Type (Shell/Bare)**, **Area**, **Price**, **GST**, **Total Amount** will be displayed
- Your stall **Payment Due Date** will be displayed
- Click on **Submit Reservation Request** (button)

### Stall Reservation

#### Selected Stall Details

Stall No : **Stall Number**   
Stall Type : **Please Select**   
Area : **Please Select**  
Description : **Shell**  
Price : **Bare**  
Goods and Services Tax (GST) : (18%)  
Total Amount :

Dear Exhibitor,

Stall No. \_\_\_\_\_ is being reserved by your good selves. For stall confirmation space, please make the payment 100% of the total proforma invoice amount within 10 days. Your payment due date is: \_\_\_\_\_

**Submit Reservation Request**

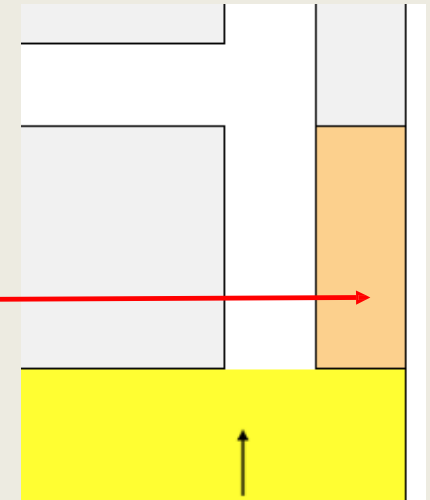
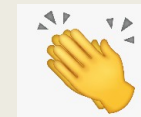
#### Payment Terms:

- 1) Payment through NEFT/RTGS only within 10 working days after the date of stall booking. (Failing which reserved stall/s get released automatically, without any information and the stall/s will be auto assigned to the next in-line companies.)
- 2) You are required to update the payment status online mandatorily in the given format using your login id and password.
- 3) The scheduled notifications on the subject will be sent to your registered E-mail ID.
- 4) Stall/Space will be confirmed only after receipt of full payment as per the schedule.


#### Note:


- 1) Once confirmed the location of reserved stall cannot be changed by the Exhibitor. However Pharmexcil reserve the right to change the location of the stall.
- 2) Pharmexcil also reserves the right to select those exhibitors who will be permitted to exhibit at the show and the exhibition hall, area and the number of booths in which the exhibitor will be allowed to exhibit, in its sole and absolute discretion

✓ Your Selected Stall will be **RESERVED**



# GENERAL GUIDELINES

- 
- Members are required to **STAY CONNECTED** with their **EXHIBITOR MANUAL** using their provided **LOGIN CREDENTIALS**

- 
- The detailed **APPLICATION FORM** need to be **FILLED** immediately after the receipt of **ACKNOWLEDGEMENT MAIL**

- 
- Members are able to **BOOK ADJACENT STALLS** in case of Additional Space Required, then this option is **LIMITED TO STALLS of 18sqmts & ABOVE** only

- 
- The **PAYMENTS** against **STALL RESERVED** shall be **STRICTLY ADHERED** as per **REQUESTED TIMELINE**

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- All **CORRESPONDENCE** in terms to **VENDOR FORMS**, **EXHIBITOR BADGES**, **CATALOGUES** and **RECEIPT OF PAYMENTS** done against **THE STALL** shall be done using the **EXHIBITOR MANUAL** only

# "See You All at the Event"

**iPHEX**  
4-6 SEPTEMBER  
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