



# Tamilnadu Trade Promotion Organisation

(A Joint venture of ITPO (Govt. of India) and TIDCO (Govt. of Tamilnadu)  
ISO 9001:2008 Certified

Chennai Trade Centre Complex, Mount Poonamallee Road, Nandambakkam, Chennai - 600 089.  
Phone : 2231 5551, 2231 5552, 2231 6033 Fax : 2231 3555  
Website : www.chennai tradecentre.org E-Mail : tntpo@chennai tradecentre.org

TNTPO/MKTG/COVID19

20.09.2021

## CIRCULAR

1. In modification of the relaxations announced earlier due to COVID – 19 pandemic vide various circulars dated 13.08.2020 & 05.03.2021, the following measures are provided for the events to be organised by Third Party Fairs Organisers (TPFOs) in the Financial Year 2021 – 22 at Chennai Trade Centre Chennai:

2. Three times reschedulement for the events to be held in the first three quarters of the FY 2021-22 and one time reschedulement for the events to be held in the last quarter of the FY 2021-22 without any reschedulement charges are allowed subject to the condition that the request is received in TNTPO 30 days prior to the start of the tenancy (however, this condition of the time limit is not applicable for the events which were already scheduled from April to August, 2021), and the event is to be shifted within the current or the next financial year only, i.e., FY 2021&22 & FY 2022-23. Once an event scheduled to be held in the FY 2021-22 is rescheduled to the FY 2022 – 23, then any further reschedulement will be allowed with the charges for the same as per the prevailing policy of the re-schedulement charges in existence before COVID – 19.

3. On cancellation of the event(s) scheduled to be held during the FY 2021-22, TPFOs will have two options, subject to the condition that the request shall be received in TNTPO 30 days prior to the start of the tenancy of the event (however, this condition of the time limit is not applicable for the events which were already scheduled from April to August, 2021), otherwise the prevailing policy of levying the charges for the same as in existence before COVID -19 pandemic will be applicable.:

i) Credit note equivalent to 100% advances with TNTPO will be issued for their future bookings / adjustments during the FY 2021-22 & FY 2022-23. In case, the organiser has deposited extra amount over and above the actual applicable 100% cancellation charges, the excess amount can be refunded on request after converting the applicable cancellation charges amount into the credit note.

OR

ii) In case of TPFOs opting for refund (not credit note for any amount), all advances with TNTPO will be refunded to the organiser after deducting 25% of the actual applicable cancellation charges.

4. There will be 20% discount on the published/approved rentals for all the events approved / to be approved in the second and third quarters of the FY 2021–22, which will be accounted for in the provisional invoice issued before the start of the tenancy of the event.

5. The following relief will be available for re-scheduled events:

i) The events to be rescheduled within the same business period (peak or non peak) upto December 2021 from their approved bookings for that period, the discount of 20% as per para 4 above will be applicable.

ii) The events which will be rescheduled from their approved bookings in non peak period in FY 2021-22 to peak period in the FY 2021-22, the rentals of non peak period will be applicable and such events will not be eligible for any discount.

iii) The events which will be rescheduled from their approved bookings in peak period in FY 2021-22 to non peak period in the FY 2021-22, the rentals of non peak period will be applicable and such events will not be eligible for any discount.

iv) However, the events which will be rescheduled from their approved bookings in any business period of FY 2021-22 to FY 2022-23, the existing published /approved rentals of the relevant period/season (peak or non peak) of the FY 2022-23 into which the rescheduement is happening will be applicable. In this case, no discount on the published/approved rentals will be applicable.

6. No changes will be levied for the delayed payment for the period February 01,2020 to September 30,2021, or till 15days before the start of the tenancy of the event, whichever is earlier, for all the approved events, events booked / to be booked and re-scheduled / to be re-scheduled. (In case, the payment is received in TNTPO after September 30, 2021 or not till 15 days before the start of the tenancy of the event, whichever is earlier, the charges for the Delayed Payment for the entire period of February 01, 2020 to September 30, 2021 or till the time the payment id received in TNTPO will be charged, as per the applicability according to the payment schedule of the individual events.


7. On reduction in area, TNTPO will not levy any charges for all the events scheduled/re-scheduled to be held during the FY 2021-22 subject to the condition that the request is received in TNTPO 15 days prior to the start of the tenancy of the event, otherwise the prevailing policy of levying the charges for the same as in existence before COVID-19 pandemic will be applicable.

8. The events which were scheduled during the period April – June, 2021 (non peak period) and could not take place due to 2<sup>nd</sup> wave of COVID-19, non-availability of permission from Revenue and Disaster Management Department, Government of Tamilnadu and Licencing Department; and have opted for Credit Note or have yet to share the dates of the events to be held during the FY 2021-22 will also be eligible for re-scheduling the events from the non peak period to non peak period (with 20% discount) and from non peak or peak without discount but with the rentals of non peak period.

9. The events which have already been rescheduled from non peak to peak period with 20% discount but with peak rentals will now have the option to opt for the rentals of the non peak period but without 20% discount.

10. The events which have already been rescheduled from non peak period to peak period with 20% discount but with peak period rentals will now have the option to opt for the rentals of the non peak period but without 20% discount.

Sd/  
Managing Director  
Tamilnadu Trade Promotion Organisation

  
Manager (Marketing)  
Tamilnadu Trade Promotion Organisation