

3. Setting up of Coconut Pavilions in major International fairs:

The Board will take initiative in participating in International fairs with potential for market development through showcasing of coconut products and will facilitate participation of entrepreneurs and exporters.

The objective of this scheme is to support exporters to develop market for their coconut products globally by creating opportunities for participating in international events where there is potential for market development and market promotion of their specific product.

a. Eligibility for financial assistance for participation in international trade fairs/expos/market promotional events/buyer seller meets.

1. The firm should have a valid RCMC issued by CDB.
2. The firm should not be under investigation/charged/prosecuted/debarred/blacklisted under the Foreign Trade Policy of India or any other law relating to export and import business.
3. The exporter should not have availed any financial assistance under any scheme from the Government of India or State Governments for participation in the same event.
4. Assistance shall be permissible to *two persons* (regular employee/director/partner/proprietor) representing the company. Assistance would not be available to exporters of foreign nationality or holding foreign passport.
5. A firm will be extended assistance for participation in a maximum of two events in a financial year.

b. Procedure for submission of proposal for assistance:

1. The proposal for participation in the exhibition should be submitted in the *application format for the particular Trade Fair/Exhibition through the ONLINE portal for Trade Fairs in CDB website. The registration link for the particular fair shall be opened in the portal on getting final confirmation from facilitating agencies.*
2. The applicant should attach copies of documents - RCMC, statement of export details of previous year, passport copy of delegate(s) attending the event.
3. Necessary arrangements for Visa has to be done by the participants
4. Once registered and approved by the Board for participation in a trade fair, the firm shall participate in the Fair without fail; and in case of non-participation of an approved firm, they shall not be considered for participation in any of the subsequent domestic/international trade fairs by the Board.
5. The Board will not entertain any addition/change in participants from the online registration.

c. Financial assistance under the scheme:

CDB will extend assistance for the following expenses subject to the specified conditions and limits.

Item	Assistance proposed
Accommodation	50% of the cost subject to a maximum of Rs.20,000/- per person as assistance
Space rent	50% of the space rent subject to maximum of Rs.1,00,000/- as assistance. The space rent will subject to maximum booth/stall size of 9 Sq. Mtrs. Or minimum booth/stall size provided by concerned Indian trade bodies (eg. ITPO, FIEO etc) or the Fair Organizer.(not applicable when Board rents the stall)
Air fare	50% of the actual economy class air fare limited to Rs.60,000/- per person as assistance (two representatives from each participating enterprise)
Printing of publicity materials	50% of the cost subject to maximum of Rs.25,000/- per firm as assistance

The assistance for reimbursement of eligible expenses to the firms will be met from TMOC-Market Promotion

d. Procedure for submission of claim:

1. After participation in the event, the claim for reimbursement should be submitted within 30 days of completion of the event. All supporting documents of items of expenditure on travel, accommodation, printing of publicity material and space rent should be submitted.
2. A report of the participation in the event with details of market access obtained, enquiries received and markets identified should be submitted along with photos of participation.
3. Assistance will be made on reimbursement basis only and that too after verifying the bills / vouchers submitted in support of the claim. All claims need to be duly substantiated by proof of payment against invoices. In the event of any false claims being lodged, Board reserves the right to claim refund of the amount granted to the applicant with applicable interest.

Checklist of documents to be enclosed	
1.	Copy of RCMC issued by CDB
2.	Details of export of goods for the last year
3.	Copy of Passport of the delegate

**PROFORMA FOR FURNISHING THE DETAILS OF PRODUCTION/
EXPORT OF COCONUT PRODUCTS FOR THE PREVIOUS YEAR**

Sl. No.	Products Manufactured	Installed Capacity (in MT)	Quantity Produced (in MT)	Domestic Sales (in Rs)	Export Turnover (in Rs)

Signature

Name:

Address:

Place:

Date:

Seal

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