



B . I . F

Baghdad International Fair

Ministry of Trade
State Company
For Iraqi
Fairs and Commercial
Services



وزارة التجارة
الشركة العامة
للمعارض والخدمات
التجارية العراقية

E-mail:iraqifairs@gmail.com

<http://fairs.mot.gov.iq>



Republic of Iraq
Ministry of Trade
The State Company for Iraqi Fairs
and Commercial Services

Re/ Invitation

Starting from the keenness of the government of Republic of Iraq to develop & enhance the economic relations with all other countries, to build communication bridges around the world, to keep pace with the economic progress to achieve the construction and development in our country, and stepping to expand the cooperation and trade exchange with those countries Ministry of Trade/ The State Company for Iraqi Fairs and Commercial Services has the pleasure to invite your country to participate in the forty third session of Baghdad International Fair that will be held on Baghdad International Fairground under the slogan(The 43rd Session is an Economic Investment Gathering and a Challenge to Terror) for the period from 1-10/11/2016. Our company would be grateful if you forward this invitation to the concerned authorities in your country and urge them to participate in this event.

We are confident that the participation of your country in this fair will be the starting point for a long term of fruitful cooperation between our countries in the economic fields.

Hoping an effective participation for your country.

Yours Faithfully,

Eng.
Adil Khudair Abbas
Director General & Chairman
of the Board of Directors

12 / 4 / 2016

Names, Numbers and areas of Baghdad International Fairground halls:

	Hall name	Number	Area
1	Celebrations hall	1	
2	Baghdad	2	9703.5
3	Naynawa	3	1680
4	Samarra	4	1761
5	Rafidane	5	1830
6	Theeqar	6	2514.5
7	Babil	7	1625
8	Hamorabi	8	1739.2
9	Ishtar	9	787.662
10	Maisan	10	830.85
11	Ashor	11	830.85
12	Dijla	12	1671.25
13	Alfurat	13	1671.25
14	Akad	14	1308.35
15	Baghdad governorate	15	
16	Erbil	16	1449.5
17	Uor	17	2698
18	Salah	18	1959.25
19	Basra Faihaa	19	1103.5
20	Zawraa	20	
21	Najaf Ashraf	21	280
22	Diyala hall for protocols	22	
23	Karbala Muqaddasa	23	669.3
24	Warkaa	24	1517
25	Anbar	25	853.6
26	Media	26	

قائمة بأسماء وعناوين الفنادق في بغداد

List of Baghdad Hotels With Their Addresses

Mobile	الهاتف	E-mail	البريد الإلكتروني	Hotel	الفندق	ت
٠٠٩٦٤٧٠٣٨٧٥٠٦٨				Baghdad Tower Hotel	فندق برج بغداد	١-
٠٠٩٦٤٧٨٠٠٠٩٠٠٠١		albaitmalaki ٦١@yahoo.com		Royal House	فندق البيت الملكي	٢-
٠٠٩٦٤٧٨٠٠٠٩٠٠٠٢		masbahplazahotel@yahoo.com		Masbah Plaza Hotel	فندق قصر المسبح	٣-
٠٠٩٦٤٧٠٦٨١٩٩٩٨		hotel@alkadhumiya.com		RayhanatAL_kadhumiya	ريحانة الكاظمية	٤-
٠٠٩٦٤٧٨٠٠٧٩٠٣٣٣		info@alkadhumiya.com				
٠٠٩٦٤٧٨٠٦٦٠٢٥٣٣		www.alkadhumiya.com				
٠٠٩٦٤٧٨١٤٤٠٠٠٠٠		info@coral_hotelbaghdad.com		Coral Boutique Hotel	فندق كورال	٥-
٠٠٩٦٤٧٥٠٥٠٠٠٠٠		www.coral_hotelbaghdad.com				
٠٠٩٦٤٧١٣٣٣٤٤٤٣		mansourhotel@yahoo.com		AL_Mansour Hotel	شركة فنادق المنصور	٦-
٠٠٩٦٤٧١٥٨٦٤٦٠٦		www.mansourhotel@yahoo.com				
٠٠٩٦٤٧٠٦٧٠٧١١ - ١٥		>fom@ishtarhotel-bgw.com<		Cristal Grand	فندق كريستال (شيراتون سابقاً)	٧-
٠٠٩٦٤٩٧١٤٤٤٧٠٥٣٣		www.cristalhospitality.com		Ishtar Hotel		٨-
		ig@eim.ae		Rimal Hotel	فندق رمال	
		www.rimaihotel.com				
٠٠٩٦٤٧٨٠٠٤٤٩٩٨		www.gve_iraq.com				
٠٠٩٦٤٧١١٣٣٠٢٠٠		info@gve_iraq.com			عين الروى الذهبية	١٠-

٠٠٩٦٤٧٨٠١٩٤٤٤٥٤ ٠٠٩٦٤٧٩٠٣٣٦٦٤٠ ٧١٧٨٦٢٥		Mr.Kasim برج بغداد	-١١
٠٠٩٦٤٧٨٣١٢٨٢٤٩٥ ٠٠٩٦٤٧١٠١٧٠٩٩ ٠٠٩٦٤٧٥٠٥٢٥٠٧٨٥	almas.hotel@gmail.com almas.hotel@hotmail.com	قصر العرب فندق الماس	-١٢ -١٣
٠٠٩٦٤٧٨٠٢٠٠٠٨٦٧ ٠٠٩٦٤٧٨٠٢٠٠٠٦٨٦ ٠٠٩٦٤٧٩٠٦٣٩٩١٢٠ ٠٠٩٦٤٧٦١٦٧٣	info@arasat place.com www.arasat place.com E-mail: rjadireya٢٠٠٠@yahoo.com flowers Land hotel@yahoo.com	قصر العرصات AL_Arasat Palace Hotel ركن الجادريه RukunAL_Jadireya Hotel amdResturant ارض الزهور Flowers Land Hotel Resturant	-١٤ -١٥ -١٦
٠٠٩٦٤٧٩٠٣٣٤٣١٢٤ ٥٠٩٦٤٧٨١٩٦٤/ ٠٠٩٦٤٧٨٣٦٨١	Yazdia٢٠٠٢@yahoo.com	بابل Flowers Land Hotel Resturant	-١٧
٠٠٩٦٤٧٩٠٢٥٣١٣٧٣	gh aseralsadeer@yahoo.com	فندق قصر السدير Sadeer Palace Hotel	-١٨
٠٠٩٦٤٧١٧٦٤٤٨ ٠٠٩٦٤٧٨٣٣٣٩٩١٩	hotel.baghdad@yahoo.com info@ baghdadhotel.com www. Baghdadhoteliraq.com info@almarwalih.com www.almarwalih.com	فندق بغداد Baghdad Hotel فندق لاند مارك العمرة AL-MAEWA LANDMARK INTERNATIONAL HOTELS	١٩ ٢٠
٠٠٩٦٤٧٩٠١٩٠٩٧٩٤	info@shanashel.com www.shanashel.com	فندق شناسل بالاس Shanashel Palace Hotel	٢١



Ministry of Trade
State Company for Iraqi Fairs & Commercial Services
Baghdad International Fair



Regulations of Participation in
The (43rd) Session of
BAGHDAD INTERNATIONAL FAIR

1-10/11/2016

1. Participants subject to these regulations are those who are agent, representative, work in cooperation with foreign parties or their activities associated with them, whether those participants are local or foreign.

2. Opening hours :

9 am – 7 pm.

3. Participation fees:

\$ 110 per sq.m indoor area.

\$ 160 per sq.m indoor area + stand

\$ 70 per sq.m outdoor area .

5% shall be added as incentives for our employees besides 0,002% as stamp fees as well as tax fees .

4. Electronic Guide Services :

- The participation and reservation shall be done through electronic Guide system via the web site (www.expo.iq)
- Each participant shall pay \$ 90 as fees for electronic Guide service.
- The participation countries and parties which reserve the entire area of the hall shall provide us with its design as well as names and spaces of each company, each participant in these halls is considered as independent participant in the electronic guide.
- \$500 shall be added to the above mentioned amount for those wishing to participate in the electronic guide services (silver subscription) where this subscription allows you to view all the participant details on electronic guide site.

Note:

- The attached electronic guide brochure describes all the details concerning the electronic guide services and paragraphs and how to use it and get benefit of it .
5. The reservation confirmation is done after paying participation fees according to electronic guide system.
 6. **Minimum required space reservation is (9) sq.m indoor area and (20) sq.m outdoor area**, in case of reducing, fees of (9) sq.m shall be settled for indoor area and (20) sq.m for outdoor area.
 7. The stand includes (one information desk + two chairs +carpet + lighting).
 8. 8% of the rental space fees shall be charged as services fees (electricity-internet-cleaning-guarding) .
 9. The total amount of participation fees shall be paid upon confirmation of reservation to the State Company for Iraqi Fairs and Commercial Services through **(Al- Rasheed Bank/ Baghdad International Fair Branch528) Account No.(10001)** in a addition to **Trade Bank of Iraq (TBI) Account No. (0002-001736-001)**, the participant is obliged to pay all bank transfer commissions and in case the participant exceeding the area fixed by the measurement committee , he shall pay the fees for the exceeding area .
 10. In case of participant's withdrawal after confirming the reservation, the fees will be confiscated.
 11. Exhibits neither sold nor donated will be re-exported to the country of origin after export manifest is issued by Baghdad International Fair Customs Office.
 12. Exhibitor shall vacate rented stand , indoor / outdoor , removed all exhibits or damages and handed to the Technical Department, Otherwise, exhibitor shall cover the cost of all damages resulting thereof , without need for a formal notice / legal proceedings, commencing from closing day of the fair, during (10) days **except holidays**, pay storage charges mentioned below, the fair's management shall not be held responsible for materials remain in stands during above specified period up to the end of temporary customs admission period (6 Months) . In case the participant is overdue in removal of exhibits for reasons out of control, the fair's management shall have the right to grant discounts on the storage fees after verification.

- * \$ 3 per cubic meter daily (covered warehouse).
- * \$ 2 per cubic meter daily (uncovered warehouse).
- * \$ 1 per cubic meter daily for unfilled boxes.

In case the participant left the components of his own stand, one million Iraqi Dinars shall be settled to our Company after the end of the above mentioned period to vacate the stand.

Plus transport charges from the stand up to the storage warehouse.

Participant might use a forklift belongs to the fair's management after \$ 25 ton / hour is charged.

If the customs temporary period is terminated and the participant did not submit an application to extend the period, the fair's management shall have the right to confiscate exhibits.

13. The fair's management shall deliver a site for the party wishing to reserve the hall showing the stand location for the reserved area and dimensions.
14. The participant which reserves an entire area of the hall shall send back the stand design with two signed copies to the Interior Fairs Department. This shall be considered as confirmation of participation. The approval of Technical Department shall be obtained before implementation and the approved design shall be sent back to the participant.
15. The fair's management keeps the right to assign the location according to the available space and types of exhibits.
16. Exhibits admitted in the fairground for being displayed shall not be removed before the closing of the fair.
17. Exhibits are not allowed to be removed after the closing of the fair unless participation and service fees are settled. The relevantittance form shall be certified from the concerned departments of our company (financial – interior fairs – technical – auditing) and customs office.
18. All films video – programs, pamphlets and any publications to be displayed at the fair shall be approved beforehand by the (Publications Control Directorate). Distribution of unrelated publications which have nothing to do with the fair and its objectives is prohibited and the earlier approval of the

State Company for Iraqi Fairs and commercial services on all pamphlets and printed materials shall be obtained before distribution. Two samples of each should be submitted to our company to be approved and one copy shall be returned to the participant and the Public Relations Department in our company will implement that.

19. The exhibitor or his authorized representative shall be present with the person in charge from the Interior Fairs Dept. during the exhibits custom inspection as soon as the goods arrive the fair ground.
20. After the close of the fair, all exhibits shall be inspected by customs officials, who will take stock of the balance of exhibits against the original last recorded at the opening of the fair, the difference in stock shall be properly accounted for a record sheet showing movement of stock (Sales, gifts, losses, etc...).
21. All packing crates, consignment documents and invoices shall be addressed to (Baghdad International Fair) with the exhibitor's full name and the duration of the fair.
22. Exhibitor shall submit a list of exhibits for approval. The fair's management has the right to reject any displayed product that does not meet the rules and regulations. Only one sample of product is recommended to be exhibited. In case of admission of any exhibits from branch companies or agents, a letter including all exhibits details shall be addressed to the Commercial Section / Interior Fairs Dept. in order to obtain the gate pass. A quittance shall be obtained from the customs office and the departments of our company before clearing the exhibits.
23. The deadline for exhibits admission to the Fair ground shall be two days prior to the opening day of the fair.
24. The height of the standard stand partitions shall not exceed 2,5 m.
25. It is not allowed to add nails, paint the stand components that belong to the fair's management, or cause damage to / or change floorings of the exhibiting halls. It is also not allowed to make any change or extension on electrical and water connections points. Exhibitor shall repair any damages caused to rented sites or pay repair expenses as estimated by the fair's management.

26. Each participating country shall have the right to hold the National Day according to the time set in coordination with the fair's management (Public Relations Dept.).
27. Exhibitors shall necessarily comply with safety and pending rules against all risks arising to all their stands assets (fire, losses, theft, damages or any other reasons) and exhibitor shall undertake to insure his stand and all objects thereon with one of the Iraqi insurance companies. Therefore, the fair's management shall not be responsible for any damages resulting.
28. Each participant is responsible for guarding his stand during entrance and clearing to the hall and during the fair period and guarding the whole fair is guaranteed by the fair's management. In case of appointing guards, the approval of our company shall be obtained.
29. Samples and gifts are subject to the (temporary custom admission regulations) and Admittance, clearance of exhibits shall be done in accordance with the valid customs regulations; otherwise a fine which is fixed by customs authorities will be charged.
30. The fair's management is not bound to take into consideration any condition added by the exhibitor in his application form.
31. Under force majeure, the fair's management keeps the right to cancel or postpone the opening date of the fair.
32. Participant is not entitled to sub-let or hand over a stand or any part of it, neither for a charge or for free unless the fair's management approval is obtained.
33. Fair's management prior approval shall be obtained before carrying out experiments or using exhibited equipment & machines.
34. Participant shall immediately submit a detailed report to the fair's management concerning any accident that might happen to his exhibits or belongings, thereby to help taking necessary action on time.
35. The companies that carry Israeli nationality or Israel originally registered companies are not allowed to participate.
36. Vehicle / private cars shall not be allowed to enter the fair ground. All vehicles / private cars shall use the parking areas.

37. The fair ground is a custom zone and the participant shall comply with the valid custom regulations.
38. The food stuff exhibits will be checked out by the health authorities in the borders entries. These materials shall not be exhibited unless confirmation is given by the concerned authorities certifies that these materials are fit for human consumption.
39. The Arabic language version of the terms of participation shall take precedence over any other version in the event of any difference in the interpretation as to their meaning. All parties are subject to the applicable Iraqi Law.
40. In case participants desires to get entry visa to Iraq, a letter should be written to our company including the participant's name, his company's name and passport number with a colored copy of passport (30) days prior to the opening date of the fair to help the Public Relations Dept. in our company take the necessary actions
41. The rental fee of the Grand (VIP) hall is \$(1500) per day. The rental fees of the Ceremony Hall are \$ (500) per day.
42. Taking into consideration that no pledges will be accepted to postpone the settlement of participation fees.

IRAQ-BAGHDAD-ALMANSOUR P.O BOX 6188

Email :iraqifairs@gmail.com

Website(subdomain): <http://fairs.mot.gov.iq>

Mobile: 07702733753

**privileges of official participations for Countries
at the Sessions of Baghdad International Fair**

- 1-Granting them priority in booking distinct halls and places at Fair ground and giving them opportunities to choose appropriate places among vacant places to set up their stands .
- 2-The following protocol procedures of official participation for Countries shall be applied according to the enforced regulations in our Company:-
 - Hoisting the flag of the participating country near the main gate of the Fair and in the entrance of the hall allocated for them and inside the stand besides other places inside the fair.
 - Presenting opportunities for those countries to hold celebration procedures for the national day includes flag hoisting for both Countries in addition to that playing the National anthem for both of them with the attendance of officials from the stand of the Country and their diplomatic employee in Iraq and in charge persons from our Company in addition to other personalities besides holding a special activity regarding this occasion inside and outside Fair ground in cooperation and coordinating with our Company .
- 3-Our Company will invite ministers and heads of bodies as well as Director Generals to visit the stands of the participating Countries or to attend meetings held inside or outside Fair ground by stand administration and to facilitate all the procedures concerning that .
- 4-The official stands for Countries have a special concern from media press more than other participants, such as the visiting of media press to the stands and arranging meetings with officials and participants and to broadcast their activities through press media besides the main pages of the daily newspaper of Baghdad International Fair.

2016 Customs Regulations

1. Goods entering for exhibiting are sent with customs guard to Baghdad International Fairground where their customs fees are paid in the customs office.
2. The exhibits are emptied in their stands under customs supervision then a customs license is issued (license of temporary customs admittance) after the emptying.
3. A customs license is issued (Re-export) for the exhibits re-exported to the participant Country with customs guard from the same boarder entry of admittance.
4. Detailed lists of admitted exhibits should be presented.
5. The re-exported Exhibits shall be submitted with detailed lists only, and in case paying customs fees for these Exhibits, A certificate of origin shall be submitted besides detailed lists.
6. The following statement (The final destination: Baghdad International Fair) should be mentioned in the manifest.
7. An import license should be presented for all entering materials which have a trade feature (for public and private sectors).
8. The procedures of customs clearance should be pursued by the participant, his authorized representative or the customs clearance agent.
9. For the exhibits subject to check like food stuffs & pharmaceuticals & others samples of each are taken to be sent to the Standardization and Quality Control or Ministry of Health to check the stuffs to verify of their validity for use or consumption. The result of check should be obtained before selling or distributing Exhibits.
10. The participant should present a written commitment not to sell or distribute the exhibits before obtaining the check result, otherwise the participant shall be subjected to legal procedures.
11. At the end of the fair, the exhibits are loaded and exit under customs supervision to make sure that their customs fees are paid.