

Date:

From:

.....
.....
.....

To,
Eastern India Corrugated Box Manufacturers' Association
166B, S.P. Mukherjee Road
Kolkata 700061

Dear Sir,

Sub: Sponsorship Confirmation Details

We are pleased to support 38th FCBM Conference as a Sponsor. We are eligible to register nos. of delegates. Please register my/our name/s as under:

Sl.	Name of Participant	Mobile No.	Food Pref	Photo Attached
1			Veg / Non Veg	Yes / No
2			Veg / Non Veg	Yes / No
3			Veg / Non Veg	Yes / No
4			Veg / Non Veg	Yes / No

Please take note of the following:

1. The particulars of our organization is as under:

Organisation Name :
Official Representative : Mobile No.:
Address :

Phone No. : Fax No.:
Email ID : Website :

2. As we are eligible for nos. of rooms at Hotel, please make necessary arrangements for the reservation of the same for us.
3. We are enclosing herewith our company symbol/logo & name writing style for re-production in the promotional materials.
4. We are eligible for Nos. of (2x2 Mtr.) stalls. The name that would appear in the stall fascia is as under:

.....

5. Please send a vehicle as per our travel programme given below:

Arriving on by Flight/Train No. at Hours

6. Matter for Souvenir enclosed / will be send by date

7. Matter for Banner enclosed / will be send by date

8. We will be sending 600 copies of our company literature for the conference kit by date

9. We will be sending the DVD for presentation during breaks by date

We agree to pay a total sum of Rs (RupeesOnly)

We are enclosing herewith advance amount of Rs., vide Cheque/DD No. dated.....
drawn on..... in favour of "EICMA Conference A/c".

We will remit the balance amount of Rs. by (date)

For any queries or assistance, we shall communicate on email at info@eicbma.com
or contact Mr. (Mobile:)

Yours truly,

(Name, Designation, Signature & Seal)

For Eastern India Corrugated Box Manufacturers' Association

Accepted by
(Name & Signature)

Approved by
B. D. Kothari, Chairman

Encl: Photographs of Delegates

Matter for Banner

Matter for Souvenir

DVD for Presentation

..... Nos. Literatures (for Kit)

Cheque / DD for Rs.

Organisation Logo & Name Writing Style