



مركز قطر للفعاليات الثقافية والتراثية
Qatar Cultural and Heritage
Events Center



MINISTRY OF CULTURE AND SPORTS
STATE OF QATAR



معرض الدوحة الدولي للكتاب Doha International Book Fair

**Participation in
Doha International Book Fair**

**30th Edition
9-18 January 2020**



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Doha International Book Fair



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How to participate?

- Publishing houses, offices, Cultural Foundations, Research centers, associations, universities, international organizations and ministries can apply for participation via book fair's website: www.dohabookfair.qa

Terms of participation

1. Application for participation in Doha international bookfair via website will be considered as approval and acceptance of terms and conditions of the fair from applicant.
2. Bookfair management has right to accept and reject any application without giving reason and without any liability in this regard.
3. Participating should have license of publication and distribution and it should have published at least 50 publications/titles
4. 50% of exhibits should be new books which are published within last five years.
5. Participant may get notification about primary approval for participation via email to complete following procedures
 - To upload a copy of commercial license and official documents of participant in specified place in website of Doha International Bookfair.
 - To enter data in registration window of the website about publications which participant wishes to exhibit and sell. Request for participation never be considered without entering these data completely
 - To pay fee in account of bookfair and upload a copy of remittance in specified place in website of Doha International Bookfair.
6. Participant whose application has been accepted should pay fee of participation before 21 November 2019.
7. If the applicant cancelled participation after 1st December 2019 then he has no right to claim for refunding of fees.



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Regulations for participation

1. Exhibits (items) of participant should not contrary with Islamic belief and principles and values and customs of Qatar community.
2. Exhibits should be books, publications, education aids. Exhibiting and selling audio and visual devices and toys is strictly prohibited
3. To get visa, participant should comply with rules and regulations followed in Qatar as per following procedures

- Nomination for number of delegates as per following chart

Number of delegates	Area of pavilion
2	12m ² -24 m ²
3	36 m ² - 48 m ²

- Should upload clear copy of delegates' passport in the website of bookfair
 - Passport should be valid for 6 months after beginning of fair
 - To comply with number of delegates as per above mentioned area of the pavilion
 - Bookfair management has right to reject any delegate without giving reason
4. Selling price of books and publications
 - Selling price in Qatar riyal after fixed discount of 35% (Qatar Riyal is pegged to the U.S dollar with a rate of 3.65 Qatar riyal for one U.S Dollar)
 - Participant should abide with price mentioned in pre entered data by participant. Book fair management has right to control and interfere in the price if is there is any discrepancy in the prices mentioned in the data entered by the participant and to take needed actions in this regard
 - Participant should put price on every book according to the price list approved by book fair management
 5. Participating Publishing houses can sell and exhibit other publishing house's books with following conditions
 - To submit authorization letter in the name of 30th Doha international book fair issued in 2019- 2020 and it should be printed on its special form.
 - Do not exceed the number of authorizations more than 6(authorization) inside Qatar and more than 4(authorization) from outside Qatar.



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- Authorized agent (Participant) should be responsible in front of for all procedures for participation of authorizer.
- Authorizer/appointer has no right to change or transfer authorization to other party after getting approval. Authorization to more than one party will be cancelled.
- Book fair management has right to reject any authorization without giving reason and without any liability in this regard
- It is prohibited to sell or exhibit any book without official authorization for it.
- It is prohibited to sell or exhibit any forged or banned books

6. Should note with these deadlines

Date	Particulars
10 November 2019	Last date for receiving application for participation
21 November 2019	Last date for receiving participation fee
24 November 2019	Last date for receiving passport of delegates
8 December 2019	Starting date for receiving books' parcel
26 December 2019	Last date for receiving books' parcel
20 January 2020	Last date for vacating exhibition hall



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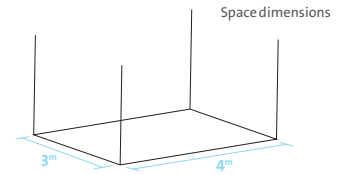


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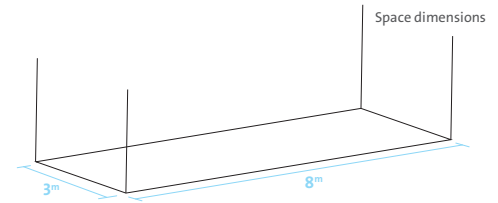
The regulations for the space specified for the pavilions and the participation fees.

1. Joint pavilion

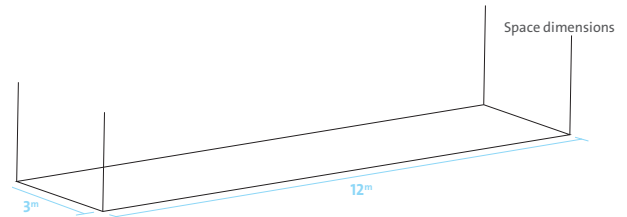
Fore. g	Pavilion 1 3m x 4m		
	Participation	Fee	
	2.400 Qatari	Riyal	



Fore. g	Pavilion 2 3m x 8m		
	Participation	Fee	
	4.800 Qatari	Riyal	



Fore. g	Pavilion 3 3m x 12m		
	Participation	Fee	
	7.200 Qatari	Riyal	



Description of the joint pavilion and regulation of its contents:

- The pavilion size 3m*4m (12sqm) consisting of 2 chairs, a table, a unit of display shelf and a spotlight.
- The management of the book fair has the right to decrease the requested pavilion area without mentioning any reason.
- The management of the book fair enjoys the complete authority in specifying the exhibition map and assigning the pavilions along with it has the right of distributing the pavilions to the participating parties as it is deemed good for the smooth function of the event and as per the high standards of this event.
- Keeping a parcel and storage of waste packages are banned.
- The sub - lease or rent the pavilion is prohibited.
- The modification of the pavilion's contents is prohibited either from another pavilion or by exchanging.
- The pavilion should not be furnished with the other furniture without any prior approval notice from the management of the bookfair.



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2. The private pavilions:

- The private designed pavilions' design should be sent to the management of the bookfair with the prescribed measurement and the height to get the approval before installing the pavilions. The management has the right to demand any kind of modifications of the design if it is needed.
- The private designed pavilions should bear the expenses of the electricity as per the rates of the exhibition centers.



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Account details of the Exhibition

Beneficiary Name	Qatar Cultural and Heritage Events Center مركز قطر للفعاليات الثقافية والتراثية	اسم المستفيد
BIC	MAFRQAQA	الرمز التعريفي للبنك
Bank	MASRAF AL RAYAN مصرف الريان	البنك
Account Number	Current Account 0003-101413-002	رقم الحساب
IBAN Number	QA42MAFR000000000003101413002	رقم الـ IBAN
Address	Grand Hamad Street, Doha Qatar شارع حمد الكبير، الدوحة قطر	العنوان
Country	Qatar قطر	البلد

The advertising prices are in the printed brochure.

The rate of an internal page with four colors are 3.500 Qatari Riyal.

The shipping of the books

- The publisher has the right to send the 30 parcels from the usual size for each pavilion of 12sqm. The publisher should abide the instruction of the book fair committee regarding additional parcel.
- The Management of the book fair will not bear the expenses of the shipping from the publisher's place.
- The parcel will be received starting from the date of December 8 2019 but the management is not responsible of any delivery received before this deadline.
- The management of the bookfair doesn't bear any kind of responsibility about the clearance of the books received after 26 December 2019 or in between the book fair as the publisher will be responsible for the clearance of the custom and regulatory taxes in these situations.
- The participant should inform the management of the book fair by a post with a copy of the Certificate of origin, original bill and the packing details along with the shipping policy mentioning clearly the count of the parcels, date of the shipping and the shipping company with a purpose of smooth functioning of the customs clearance along with the publisher's responsibility to take the expenses of the shipping.
- if the bill of the shipping, Certificate of origin and the packing details along with the shipping policy (air and sea) are not attached, then the management of the book fair is not responsible about the clearance of that parcel from the customs department in addition to that the publisher will have to bear the late delivery fee resulted because of it.
- Publisher should mention his name and address on all the parcels as per guidelines in the attached form and there should not be other names on the parcels as it will lead to the confusion with other parcels.



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- The management of the book fair is not responsible about the books missed during the shipping due to its mentioned articles.
 - The management of the book fair is not responsible to store or keep and to return the books after the bookfair.
 - The publisher should bear all the financial and administrative expenses resulted due to non-adherence to the regulations of the shipment or the sent books and those which are not addressed to the bookfair or those which was not attached with the Certificate of origin or packaging list or the total amount of the bill.



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In case of violation of any of the prescribed terms and regulations, the management has the right to take the appropriate action.

Hotline: +974 5005 8817 Email: info@dohabookfair.qa



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