



### MEMBERSHIP FEE STRUCTURE

| Sl. No. | Category   | Membership Fee (in Rs.) | Application Fee* (in Rs.) | Total Amount (in Rs.) |
|---------|--|-------------------------|---------------------------|-----------------------|
| 1       | Active   | 35,000.00               | 10,000.00                 | 53,100.00             |
| 2       | Allied   | 15,000.00               | 5,000.00                  | 23,600.00             |
| 3       | Observer   | 15,000.00               | 10,000.00                 | 29,500.00             |
| 4       | Lifetime   | 10,00,000.00            | --NIL--                   |                       |
| 5       | Associate  | 15,000.00               | 5,000.00                  | 23,600.00             |
| 6       | Suppliers Club                                   | 7,000.00                | 3,500.00                  | 12,390.00             |
| 7       | Faculty & Students from hospitality institutes : |                         |                           |                       |
|         | Academia category                                | 5,000.00                | 500.00                    | 6,490.00              |
|         | Student  | 2,000.00                | 500.00                    | 2,950.00              |

The above fee plus GST as applicable

## PROFESSIONAL STANDARDS EXPECTED FROM MEMBERS:

- a) No member shall solicit a proposal or seek terms, conditions, format or ideas from another with the intent of taking unfair advantage of the solicitation or with deliberate intent of using that information to manage his/her own program without the services of that company.
- b) No member shall take confidential information or creative ideas of his/her competition and/or current or former employer(s) and present them to customers as his/her own exclusive creation.
- c) No member shall knowingly make false or misleading statements:
  - About competitors.
  - To secure otherwise confidential information
  - About the member's expertise or ability
  - About rates, costs, accommodations, transportation, capacities or any other factors regarding a proposed program.

## Code of Conduct & Best Practices for all ICPB Members

1. We as ICPB members will strive continuously to improve professional standards within the MICE industry in tune with the international norms and quality standards.
2. Act professionally in all circumstances and in particular in relation to clients, suppliers, MICE professionals, fellow members and the public.
3. Represent their capabilities and services to potential clients and confirmed clients in an honest and professional manner, negotiate and agree on terms with a client, on the basis of the resources, that can reasonably be expected to be supplied.
4. Inform client of the conditions of engagement and scale of charges and agree that these conditions shall be the basis of the appointment.
5. To clearly mention charges and fees, as applicable and not attempt to get the contract by false representation. This will be treated as un-ethical trade practice.
6. Conduct business with integrity, in a manner which is not derogatory to the profession, nor bring ICPB and the country into disrepute, compete fairly with other members of the industry.
7. Not to indulge in monopolistic and un-ethical trade practices.

## CONFIDENTIALITY

ICPB members will treat every client transaction confidentially and not disclose any information without permission of the client, unless required by law.

### INDIA CONVENTION PROMOTION BUREAU (ICPB)

(Sponsored by Ministry of Tourism, Government of India)

Room No. 233-A, Ashok Hotel, Chanakyapuri, Niti Marg, New Delhi - 110 021  
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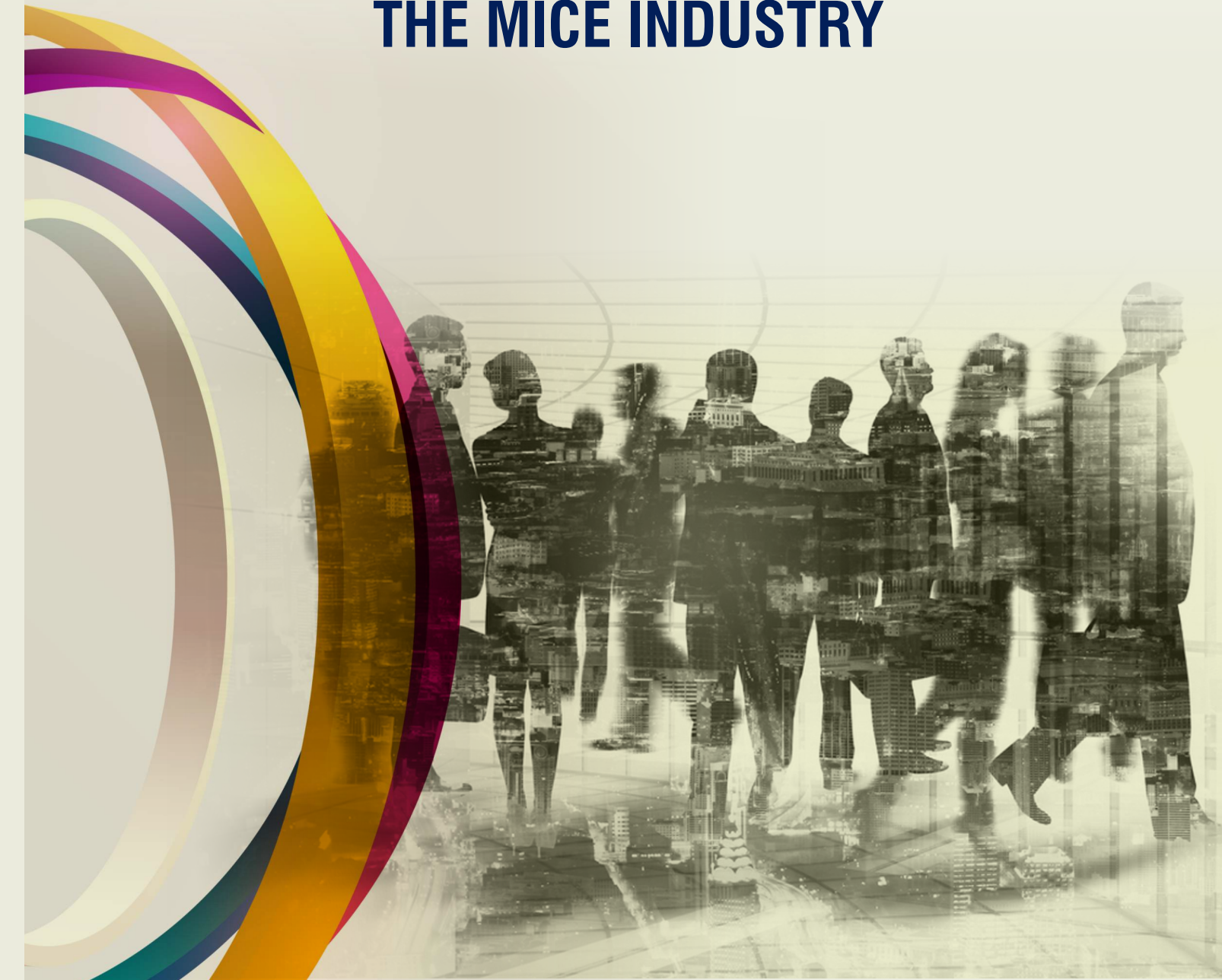
(Established in 1988)

**India Convention Promotion Bureau**

(Sponsored by Ministry of Tourism, Government of India)

[www.icpb.in](http://www.icpb.in)

**WELCOME TO ICPB  
BE A PART OF AN EXCITING JOURNEY IN  
THE MICE INDUSTRY**





India Convention Promotion Bureau, sponsored by the Ministry of Tourism, Government of India, is the marketing arm of the Ministry to promote India as an attractive MICE destination. The Governing body of ICPB is Chaired by the Additional Secretary (Tourism), Ministry of Tourism. The bureau undertakes various activities for the benefit of the members, offering them excellent business opportunities for networking and showcasing their products.

## A NUMBER OF ACTIVITIES ARE UNDERTAKEN

### International Activities

- Participation at prestigious MICE trade shows like IMEX- Frankfurt, IMEX- Las Vegas, AIME-Australia, IBTM- Barcelona etc.
- International MICE Roadshows in potential source markets in Europe, USA, Australia etc for bringing Indian suppliers (ICPB members) in direct contact with the international buyers.

### Domestic Activities

- On the domestic front, annual Conventions India Conclave is held in different cities to promote the convention facilities in the state.
- Domestic Roadshows across the country
- Training programs (for skill development of executives employed in the industry or personnel about to enter the industry).
- Interactive meetings of ICPB members

ICPB invites you to consider membership of India Convention Promotion Bureau (ICPB), to participate in the policy formulation and information sharing of the ever-growing MICE industry. Membership is offered under the following categories-

## ACTIVE

Core stakeholders from Airlines, DMCs, PCOs, PEOs, Convention & Exhibition Centres, Meeting Hotels.

### BENEFITS UNDER ACTIVE CATEGORY

- a) Increased exposure and opportunities for business networking.
- b) Upgrading of professional skills through training programs.
- c) Free listing on ICPB's website and member's directory.
- d) Participation at ICPB events for showcasing products / services to the clients across the world and also networking with potential buyers at nominal cost.
- e) Eligible for assistance under the MDA Scheme of the Ministry of Tourism, for bidding for International Conventions.
- f) Sharing of business leads received in ICPB through queries on mail, participation at international tradeshows and inhouse data research.
- g) Part of decision making by contributing your inputs for submission of proposals to the Ministry of Tourism, Government of India.
- h) Participation in international MICE trade shows like IMEX Las Vegas, IMEX Frankfurt, AIME-Melbourne etc under Indiatourism stand at nominal cost.
- i) Participation at International Road Shows under Incredible India banner nominal cost.
- j) Use of ICPB logo.
- k) Assist in MEA clearance for international conferences and E-Conference Visa.
- l) To provide support letters to strengthen bids for winning international conferences. This is an important requirement of most international associations.
- m) Membership committee will welcome & support new members with mentorship - to be driven by the Convenor of the Committee.
- n) ICPB periodically organises training / skill development programs for members.
- o) Creating a business platform for members.

## ALLIED

Supporting agencies and service providers - Travel Agents, Tour Operators, Airport Authorities, Chamber of Commerce & Industry, Cargo Agents, Trade Media, Surface Transport, Companies, Ancillary Service Providers, other organisation as found fit by the Governing Board

### BENEFITS UNDER ALLIED CATEGORY

- a) Increased exposure and opportunities for business networking.
- b) Upgrading of professional skills through training programs.
- c) Free listing on ICPB's website and member's directory.
- d) Participation in the ICPB events for showcasing products / services to the clients across the world and also networking with potential buyers at nominal cost.
- e) Part of decision making by contributing your inputs for submission of proposals to the Ministry of Tourism, Government of India.
- f) Use of the ICPB logo.
- g) Recommendations of ICPB to conference organizers enquiring of local service providers for their various requirements.
- h) Networking and promotion opportunities for allied members amongst the bureau's entire membership.
- i) ICPB periodically organises training / skill development programs for members.
- j) Creating a business platform for members.

## LIFETIME

State Government Departments and Convention Exhibition Centres and Meeting Hotels may join as Lifetime members.

### LIFETIME MEMBERSHIP CATEGORY BENEFITS FOR VENUE / HOTELS

- a) Use of ICPB logo.
- b) Free listing on ICPB's website, Conference Planner and member's directory.
- c) Creating a business platform for members.
- d) Exhibition Space at ICPB events on a complimentary basis.
- e) Complimentary participation in two ICPB training program for one delegate each.
- f) With the support of the Ministry of Tourism - Govt. of India, ICPB participates in various International MICE Trade Shows like IMEX Frankfurt, IMEX LA, IBTM Barcelona, AIME Melbourne etc. to meet with international conference organisers to promote India as an attractive MICE destination. The venues / hotels may take advantage of ICPB's participation by sending their presentations, videos etc. for promoting their venues at these events.

## ASSOCIATE

Applicable for Chain hotels, who have a unit as a member with the National Body ICPB OR have membership of a State Chapter OR a branch Office of an ICPB member.

### BENEFITS UNDER ASSOCIATE CATEGORY

- a) Use of ICPB logo.
- b) Free listing on ICPB's website and member's directory.
- c) Enhanced exposure under ICPB banner, for attracting business queries.
- d) Platform for Interaction with other industry stakeholders.
- e) Creating a business platform for members.
- f) Participation at ICPB events for showcasing products / services to the clients across the world and also networking with potential buyers at nominal cost.

## FACULTY AND STUDENTS FROM HOSPITALITY INSTITUTES

Applicable for Faculty and students from Travel & Tourism / Hospitality Institutes.

### BENEFITS UNDER STUDENTS/FACULTY CATEGORY

- a) Students will get the opportunity to undergo summer internship with ICPB member organizations
- b) Experts from ICPB membership will provide guest lectures on various topics under the MICE curriculum
- c) ICPB to offer expertise in developing/updating MICE curriculum.
- d) Opportunities for students to participate as volunteers at ICPB events like Roadshows, Annual Conclave etc. for on-ground training.
- e) Enhanced job opportunities for students with ICPB member organizations
- f) ICPB membership details to be shared with the students / faculty for placement purposes.
- g) Hospitality institutes to be promoted on ICPB website.

## OBSERVER

New Industry players who have not completed two years of existence may join ICPB as Observer members. They may be upgraded in the following year as Active / Allied members as applicable.

### BENEFITS UNDER OBSERVER CATEGORY

- a) Free listing on ICPB's website and member's directory.
- b) Enhanced exposure under ICPB banner, for attracting business queries.
- c) Platform for Interaction with other industry stakeholders.
- d) Participation at ICPB events for showcasing products / services to the clients across the world and also networking with potential buyers at nominal cost.
- e) Creating a business platform for members.

## SUPPLIERS CLUB

Applicable for service providers like photographers, manpower supply agencies, horticulturists, kit bag manufacturers, gift / mementos suppliers, emcee, florists, entertainment agencies etc. This does not include service provider segments as indicated under Allied category.

### BENEFITS UNDER SUPPLIERS CLUB CATEGORY

- a) Creating a business platform for members.
- b) ICPB will share suppliers list with meeting planners / conference organisers requesting for service providers contact details.
- c) Platform for Interaction with other industry stakeholders.
- d) Use of ICPB logo.
- e) Free listing on ICPB's website and member's directory.
- f) Enhanced exposure under ICPB banner, for attracting business queries.

