




HOW TO PARTICIPATE IN EXHIBITIONS

[Step by Step Guide for the Participation - http://exhibitions.nsicnet.in](http://exhibitions.nsicnet.in)

- 1) In line with ease of doing business, the upgraded online Portal PRISM is now live at <https://exhibitions.nsicnet.in> for both the applicant unit(s) for participation in Exhibition and Fair organizer(s).
- 2) Only as per the approved Calendar for FY 2023-24 (SMAS), the interested applicant MSME can submit their application online with required documents themselves directly on PRISM Portal <https://www.scsthub.in/content/special-marketing-assistance-scheme-smas>
- 3) **Screenshot of the PRISM- Documents (self attested) required from the Applicant Unit:**

← → ↻ exhibitions.nsicnet.in/#RegisterEvents 🔍 📄 ☆ G 📱 👤 ⋮

 [Home](#) [Blacklisted Units](#) [Upcoming Events](#) [Register Events](#) [Approved Exhibitions for FY 23-24](#) [International Events](#) [Nsic Office Login](#)

It is mandatory for Manufacturing/ Service sector MSMEs to be registered at Udyog Aadhar Memorandum (UAM) Portal/Udyam Registration and on MSME databank for availing benefits under the Scheme. [Click here for MSMEDataBank Registration](#). A help text is also provided for smooth filling of application.--Click Here--

Documents required from Unit by NSIC Field Office:

#	Documents	#	Documents
1.	UAM/UDYAM Registration (Max 1 MB)	2.	PAN (Max 1 MB)
3.	GSTIN (Max 1 MB)-if any	4.	CANCELLED CHEQUE (Max 1 MB)
5.	CASTE CERTIFICATE (Max 1 MB)	6.	Balance sheets of last 1 year to maximum 3 years (if applicable,Max 5 MB)
7.	Proof of payment of stall rental paid by unit to the organiser	8.	Organiser's letter stating minimum rate and minimum stall size of the event.
9.	NSIC Terms & Conditions of Participation and Undertaking		

Activate Windows
Go to Settings to activate Windows

4) Screenshot of the PRISM-Documents from Organizer (Private/Association/Chamber etc):

#	Documents	#	Documents
1.	Certificate of Incorporation from Registrar (Max 1 MB)	2.	Audited Balance sheet of last three years (Max 10 MB)
3.	GSTIN (Max 1 MB)	4.	Registration certificate either from ITPO/NSIC/ISO Certified/Export Promotion Councils/Any Central/State Govt. Bodies (Max 1 MB)
5.	Performa Invoice (Max 1 MB)	6.	Brochure of the event (Max 1 MB)
7.	Organizer letter stating rate and minimum stall size (Max 1 MB)	8.	Cancelled Cheque (Max 1 MB)
9.	PFMS ID		

- 5) The Unit has to ensure that their participation in the exhibition is as per the terms and conditions and undertaking submitted by them to NSIC while uploading their application on PRISM.
- 6) As per SMAS guidelines dated 15.11.2021, the SC/ST units must apply under SMAS at least a month in advance prior to the commencement of event (*For e.g. if the exhibition dates are 2-4 April then PRISM will close on 01 March*).
- 7) It is of most importance that only after approval is communicated by the concerned field office which has processed the unit's application, the participation of unit in that particular exhibition will be considered as approved otherwise not.
- 8) It may also be noted that the due diligence regarding each Exhibition such as Product Profile of the Fair, Participating unit Profile, Venue of the Exhibition, Rentals of the Stall, Credentials of the fair Organizers, Past experience, etc. is done by NSIC Office(s) both at Branch and Zonal level.
- 9) For any further assistance organizer/unit may connect the nearest NSIC office <https://nsic.co.in/Corporate/SearchBranch>

Updated on 31 July 2023