## India Trade Promotion Organisation (Business Development Department)

Dated: 7th May, 2021

## **CIRCULAR**

It has come to notice that various letters/ communications sent at the registered addresses of the Third-Party Event Organisers, provided to ITPO, are being returned due to the change of address / closing of their office premises because of Covid-19.

All the Third Party Fair Organisers are requested to intimate/share with ITPO their latest address, in case of any change, so that no important letter / communication remains undelivered

ITPO shall not be held responsible for any such instance

(Surinder Kumar) Senior Manager

To

All Third Party Organisers