OFFICIAL SHIPPING GUIDELINES

HEART FAILURE 2020

Barcelona / Spain

23 – 26 May 2020

FAIREXX

OFFICIAL SHIPPING GUIDELINES

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1. Shipments originating from outside the European Union (ee. United States, Canada, Switzerland, etc.)

1.1 COURIER SHIPMENTS

Send via FEDEX , DHL, UPS, TNT (and other courier companies)

Please note: Despite their promise courier companies cannot make customs clearance, as they lack an EORI number! Shipment for temporary importation via ATA-Carnet and/or via commercial invoice (goods that will be returned after event) **must** be send by airfreight (please see column 1.2) as courier companies cannot arrange any temporary customs clearance.

We strongly recommend sending your courier shipments to our warehouse. We cannot guarantee an on-time delivery to the exhibition booth in case your shipment arrives later than **07th May 2020.**

Please consign all courier shipments to the following address:
Fairexx – Logistics For Exhibitions GmbH
Gottlieb-Daimler-Strasse 3
50181 Bedburg
Germany
Phone: +49 (0)2272 996 90 21

We strongly recommend Exhibitors **not** to send courier shipments directly to the venue/stand. For shipments sent directly to the stand no liability is accepted.

1.2 AIRFREIGHT

Your shipment should arrive at Duesseldorf german airport (DUS) no later than **07th May 2020.**

Please consign to:
Fairexx Logistics GmbH
c/o JL Logistic GmbH
Muendelheimer Weg 9
40472 Duesseldorf
Germany

We kindly ask you to send us a pre-advice at least one day before departure including a copy of the airwaybill and a copy of the commercial invoice / packing list.

1.3 DOCUMENTATION

For shipments outside of the European Union, we require the following Documents for the customs clearance:

- → 3 Originals of Proforma Invoice / packing List in English, showing weights / sizes and values / exact description
- → separate Invoices for Temporary Importation (Exhibits)
- → and permanent Importation (consumables, brochures etc)
- → Serial numbers and pictures of every item that needs to be imported temporarily
- → if necessary: Certificate of Origin (Form A / EUR.1)
- → if necessary: Special certificates (health / veterinary)

All exhibits / material entered under temporary importation are subject to control and examination by EU customs for Inward and Outward movements.
Any exhibits remaining in Spain or the EU after closure of the Exhibition are subject to Duties and / or Taxes. Payments must be guaranteed prior to removal of goods from the Exhibition venue.

Any shipments arriving after our deadlines that require Customs clearance will be subject to a late arrival surcharge of 25% on our official handling tariff.

2. Shipments originating from the European Union

2.1 GROUPAGE ROADCARGO, COURIER SHIPMENTS (DHL, FEDEX , ETC.)

We strongly recommend sending your groupage or courier shipments to our warehouse. We cannot guarantee an on-time delivery to the exhibition booth in case your shipment arrives later than **11th May 2020.**

Please consign all groupage or courier shipments to the following address:
Fairexx - Logistics For Exhibitions GmbH
Gottlieb-Daimler-Strasse 3
50181 Bedburg
Germany
Phone: +49 (0)2272 996 90 21

3. Direct delivery address for full- and part-loads to venue

Full and part trailer loads should arrive at CCIB-Centro des Convenciones Int. de Barcelona/ES in accordance with the official build-up dates and pre-booked unloading slot.

Fairground address:
HEART FAILURE 2020 / Fairexx Logistics GmbH
c/o CCIB
Placa de Willy Brandt 11-14
08019 Barcelona
Spain

4. Marking of packages

Please number every package consecutively and make sure that the following information is indicated on every package:

„HEART FAILURE 2020“
„Name of Exhibitor“
„Hall no. / Stand no.“
„Fairexx c/o HEARZ FAILURE 2020“

Please mark all packages with numbers:
1 of ... / 2 of ... / 3 of … etc.

We kindly ask you to use safe and strong packing material which is strong enough to be re-used after the show.

5. Insurance

We strongly recommend that all exhibitors arrange insurance cover to include transit to and from the exhibition, whilst on display and in storage. Please contact us for further information and rates.

6. Payment

All shipments are subject to payment before delivery to booth.
We accept the following methods of payment :

→ Bank Transfer: please provide a copy of the Transfer Statement
→ Credit Card: please inform us of your card detaills in advance (not for customs expenditures unless with an additional 5 % service fee)
→ Cash: all major currencies accepted

7. Basic Conditions of Contract

All work undertaken is subject to the German Forwarders terms and conditions ADSp, newest edition and the SLVS - liability policy, in conjunction with the conditions and rates for trade fair transportation.

All special transport and crane services are based upon the „Basic conditions of contract for special transport and crane services - BSK“ latest edition.

The liability of FAIREXX Logistics for Exhibitions GmbH as Fairs & Exhibitions Forwarder, ceases with deposit and begins with collection of the freight at the exhibition stand, even during the exhibitors absence, irrespective of the submission of waybills at the exhibition forwarding agent’s office. Place of jurisdiction AG Berlin for both sides.

Our invoices will be due immediately after issuance without any further notice according to ADSp. Customers not known to us or with whom we have not agreed any terms of payment, will be asked to pay our expenses before the event starts or on-site during the event or before return shipping of their exhibits.

8. Contact details (not delivery address)

Mail: anja.homann-petrou@fairexx.com
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