Shipping Instructions for ECET 2017, Berlin (18-21 June)
Venue: Estrel Hotel

1. ROADFREIGHT GROUPAGE & COURIER
   - Deadline for arrival: 3 working days before requested stand delivery
   - WAREHOUSE ADDRESS:
     - FAIREXX c/o Lager PL Spedition
     - "ECET / stand / company name"
     - Wittersstrasse 30A
     - DE-13509 Berlin
   - DELIVERY ADDRESS:
     - Estrel Hotel - for ECET 2017
     - Ziegrastrasse
     - DE-12057 Berlin
   - Important notice:
     - Please book your time slot for unloading / re-loading to us in advance

2. AIRFREIGHT
   - Please send freight pre-paid to: TXL (Berlin)
   - Deadline for arrival: 4 working days before requested stand delivery
   - MAWB CONSIGNEE:
     - FAIREXX Logistics for Exhibitions GmbH
     - Marienstrasse 28
     - DE-12207 Berlin
   - NOTIFY:
     - FAIREXX, tel: +49 173 2477 818
   - Important notice:
     - When possible please ship on express-release Ocean Bill of Lading

3. SEAFREIGHT
   - Please send freight pre-paid to: Bremerhaven or Hamburg
   - Deadline for arrival: 10 days before stand delivery
   - B/L consignee:
     - Carl Hartmann GmbH & Co. KG
     - Oehlemuehlenstrasse 11-13
     - DE-28195 Bremen
   - NOTIFY:
     - Carl Hartmann GmbH & Co. KG
     - For exhibition: ECET 2017
   - Important notice:
     - When possible please ship on express-release Ocean Bill of Lading

4. CASE MARKINGS
   - Please mark all cases clearly as follows:
     - "Standnumber / company" - please replace with relevant information
     - For exhibition: ECET 2017
     - 1 of ..., 2 of ..., 3 of ..., etc.

5. CUSTOMS FORMALITIES
   - For Shipments outside the EU we require the following documents for customs clearance:
     - 3 originals of proforma invoice / packing list in English, showing weights, sizes, values, description of content and Harmonized Codes (sample attached)
     - Separate invoices for temporary goods (Exhibits / Standfittings) and final importation (consumables / advertising materials) or send temporary goods by ATA Carnet
     - If necessary: Certificate of Origin (Form A / EUR.1) / Special certificates (Health / veterinary)

6. CONTACT DETAILS
   - Project Responsible: Henrik Glendorf
   - Direct tel: +45 43203853
   - Mobile: +45 40403989
   - Email: henrik.glendorf@dk.dsv.com

All services are rendered according to the DSV Standard Terms and Conditions and the General Conditions of the Nordic Association of Freight Forwarders - NSAB2015 which can be forwarded upon request