



Company _____

Street _____

Postcode, Town, Country _____

Tel _____

Fax _____

E-mail _____

Return to
 Hallen 1, 2, 8-12**
 Kühne + Nagel (AG & Co.) KG
 Messezentrum Nürnberg, ServicePartnerCenter
 90471 Nürnberg
 Tel +49 (0) 9 11. 98 18 56-0
Fax +49 (0) 9 11. 98 18 56-29
exposervice.nuernberg@kuehne-nagel.com

Return deadline	Hall/Stand
12.02.2019	_____
Person to contact _____	
Tel _____	
Fax _____	
Invoice address (only if different) _____	

Order (Special Conditions for Services overleaf)

1. Delivery to the exhibition stand

Storage of goods in the warehouse: yes no

Delivery to warehouse managed by: _____

Date of delivery to the stand: _____

2. Collection from exhibition stand

Storage of goods in the warehouse: yes no

Collection date: _____ time: _____

Pickup from warehouse managed by: _____

Contact person on stand: _____

3. Personnel and equipment

Please note: Minimum charging unit 1.0 hour.

Assembly: Forklift truck with driver Crane up to ____ t capacity

binding on request date: _____ time: _____

hours of operation: _____

Unloading: dimensions: _____ l _____ w _____ h
weight: _____ kg

Dismantling: Forklift truck with driver Crane up to ____ t capacity

binding on request date: _____ time: _____

hours of operation: _____

Collection/loading: dimensions: _____ l _____ w _____ h
weight: _____ kg

Please make copies of this form, if you require more forklift trucks and cranes for assembling or dismantling your stand.

Subject to the general traffic situation on the access roads, in the loading yards or in the exhibition halls, which is beyond the control of the ServicePartner.

The ServicePartner may charge ½ hour for delivery/removal if the exhibitor fails to cancel a binding order at least 24 hours in advance.

4. Empty containers

Storage including collection from and returning to stand: yes no

* If necessary, NürnbergMesse is entitled to have the service ordered provided by another ServicePartner. In this case, the customer will be notified of the other ServicePartner in good time.
 With our authorized signature below, we acknowledge acceptance of all items of the General and Special Terms of Business of NürnbergMesse and the General Terms of Business and the Special Conditions for Services of the ServicePartner.

VAT ID number of exhibitor:

The stickers for marking your empty containers are available for collection from the forwarding agent's office in the Exhibition Center Nuremberg (see below). Please collect these stickers and mark your empty containers before they are collected. The packaging material/ empty packaging must be ready for collection on the stand in a form suitable for transport and bundled if necessary. Packaging costs are charged by the forwarding agent according to time and outlay.

5. Packed goods

Storage including collection/delivery: yes no

The storage of packed goods (= packaging material with contents) and objects of value, e.g. pallet trucks, lifting equipment, ladders, etc., must be registered separately. For insurance reasons, these goods are stored separately in a closed warehouse. The goods are only returned in exchange for a signed receipt.

6. Forwarding insurance

We do not require insurance.

Please note:

The organization of transport aids (lift trucks, cranes etc.) requires detailed planning in advance. Handling can only take place at the times required by you if the order is placed on this form in time (see above for return deadline). **Orders placed at short notice may be subject to considerable waiting times.**

All services will be charged according to the current tariffs for exhibition transport services.

The ServicePartner settles accounts with exhibitors during the event. The invoice may also be paid in the forwarding agent's office. The following credit cards are accepted: MasterCard, American Express, VISA. Unless otherwise agreed, the invoice will only be made out to the exhibitor listed in the index and/or the stand construction company.

ServicePartners:

Halls 3-7A **, NCC Ost **
 Schenker Deutschland AG
 Messezentrum Nürnberg
 ServicePartnerCenter
 90471 Nürnberg
Tel +49 (0) 9 11. 8 17 48-0
Fax +49 (0) 9 11. 8 17 48-25
fairs.nuernberg@dbschenker.com
www.schenkerfairs.com

Halls 1, 2, 8-12 **, NCC West **, NCC Mitte**
 Kühne + Nagel (AG & Co.) KG
 Messezentrum Nürnberg
 ServicePartnerCenter
 90471 Nürnberg
Tel +49 (0) 9 11. 98 18 56-0
Fax +49 (0) 9 11. 98 18 56-29
exposervice.nuernberg@kuehne-nagel.com
www.kuehne-nagel.com

** If your exhibition goods are transported to Nuremberg by Schenker, Kühne + Nagel or their approved partners, all other services at the exhibition will also be provided by these partners and the hall allocation is not binding.

Special Conditions for Services provided by ServicePartners (Forwarding agent, empty containers storage)

- These exhibition transport tariffs are applicable for all services provided by the exhibition forwarding agent for delivery and collection of exhibition goods for exhibitors in the Exhibition Center Nuremberg. These charges are based on current regulations, wages and tariffs for a 5-day week. The rates shown are net.
- All orders placed in accordance with exhibition transport tariffs are governed by the latest edition of the German Freight Forwarders' Standard Terms and Conditions (ADSp).
- The forwarding agent's liability ends when the exhibition goods are delivered to the exhibitor's stand, regardless of whether the exhibitor or his representative is in attendance. The earliest possible delivery of your goods to the marked exhibition stand is on the first official day of assembly. Delivery is made to the designated stand from the first official assembly day onwards. Because we require work instructions, a responsible authorized party should be present for us to unload or load exhibition goods directly to or from the exhibition stand. If this is not possible, we need written instructions for unloading or loading in absentia as well as an exemption from liability. It is essential for reliable and timely delivery that each package is clearly marked with the receiver's name and the exact designation of event and exhibition stand.
For return transport, liability first commences on collection from the exhibition stand, whether or not dispatch notes have already been handed into the forwarding agent's office. Special requirements must be notified in writing in advance.
- Building and fire regulations prohibit the storage of empty containers in the exhibition halls during the event. The forwarding agent will arrange collection and storage on receipt of an order. The organizer has decreed that empty containers still in the exhibition halls and/or in the loading yards after expiry of the official assembly and dismantling periods may be removed by the forwarding agent, even if no order is received from the exhibitor. The costs incurred will be charged to the exhibitor. The storage of packages with their contents should be specially notified when placing orders.
- Complaints must be made immediately following receipt of the goods and are to be registered in writing at the forwarding agent's office; verbal claims are not admissible. The forwarding agent cannot accept responsibility for orders or order changes given verbally to tradespeople in the halls.
- All charges shown are net and are subject to VAT at the statutory rate.
- Please address direct deliveries from EU countries to the exhibition stand as follows:
Name of exhibitor
c/o event, hall/stand
Messezentrum, 90471 Nürnberg
- Shipments from third countries transported by a courier service may only be delivered directly to the exhibition stand if they have cleared customs and have therefore been released for free circulation within the EU. If this is not the case, the shipments must be delivered to the exhibition carrier (see floor plan for location) and the exhibitor (= recipient) must issue instructions on customs processing and payment methods before the shipment can be handed over to the exhibition stand.
- When the event is being set up or dismantled, goods will be stored only if a written order exists. Please contact the forwarding agent in a timely manner to issue a written order.



Fairground handling tariff for trade fairs and exhibitions in Nuremberg

- Part-load**
 - Up to 2,500 kg freight weight**
 - 1.3 Surcharge for bulky goods 1 m³ (= 200 kg) Surcharge for heavy items over 200 kg 50 %
 - Over 2,501 kg freight weight**
 - 1.4 **Unloading/loading/delivery to stand/collection from exhibition stand** as per outlay
 - Personnel and equipment** (see Item 3.)
 - 1.5 **Storage charge** per m² or part thereof and month EUR 11.75
- Unloading/loading** the truck at/from exhibition site or warehouse, warehousing during assembly and dismantling phase max. 3 days, weighing, delivery/collection to/from exhibition stand, per 100 kg or part thereof
 - per direction EUR 28.50
 - minimum 200 kg EUR 57.00
- Warehousing** from 4th day of storage during assembly and dismantling per day per 100 kg or part thereof EUR 1.45

- Customs goods**
 - 2.1 **Transit handling** at post, airport and main customs offices for transport to the Exhibition Center EUR 65.00
 - 2.2 **Rolling charges**
 - 2.2.1 From airport to Exhibition Center per 100 kg or part thereof
 - EUR 18.00
 - minimum 200 kg EUR 36.00
 - 2.3 **Unloading/loading** the truck at/from exhibition site or warehouse, warehousing during assembly and dismantling phase max. 3 days, weighing, delivery/collection to/from exhibition stand, per 100 kg or part thereof per direction EUR 28.50 minimum 200 kg EUR 57.00
 - 2.4 **Warehousing** from 4th day of storage during assembly and dismantling per day per 100 kg or part thereof EUR 1.45
 - 2.5 Surcharge for bulky goods 1 m³ (= 200 kg) Surcharge for heavy items over 200 kg 50 %
 - 2.6 **Customs handling** at exhibition site
 - 2.6.1 Temporary importation, Carnet ATA, re-exportation each EUR 112.00
 - 2.6.2 Final importation (see Item 2.6.1)
 - 2.6.2.1 Additional charge per tariff item EUR 12.30
 - 2.6.3 Final importation of sample and promotional materials (see Item 2.6.1)
 - 2.6.4 Dispatch note/security deposit for declaration of intended use (0.2 % of CIF value) minimum EUR 16.00
 - 2.7 **Charges** for customs inspection officials etc. as per outlay
 - 2.8 Translation of trade invoices per page EUR 21.00

- Personnel and equipment**
 - 3.1 **Personnel** Team leader/slinger per hour EUR 45.20 Transport workman per hour EUR 41.50
 - 3.2 **Cranes**
 - up to 30 t per hour EUR 160.00
 - up to 45 t per hour EUR 175.00
 - larger than 45 tons by arrangement
 - Half an hour is charged for travel in each direction.
 - 3.3 **Forklift truck with driver**
 - up to 3 t per hour EUR 113.00
 - up to 5 t per hour EUR 122.00
 - up to 8 t per hour EUR 139.00
 - larger than 8 tons by arrangement
 - 3.4 **Additional equipment**
 - Maffi (special flat-bed trailer) per hour EUR 35.00
 - Pallet truck per hour EUR 12.00
 - Truck per hour EUR 9.00
 - Jib type crane per hour EUR 21.00
 - 3.5 The minimum **charging unit for personnel** and equipment is 1.0 hour; parts of hours will be rounded up to units of 0.5 hours.
 - 3.6 **Incidental material** on request
 - 3.7 **Containers and platforms available for rental** on request

- Turn-round of swap bodies** per unit EUR 212.00 Pick-up and taking to truck park; retrieval and positioning after event
- Storage of empty containers** The storage of empty containers in the exhibition halls or in or near the exhibition stands is prohibited by the building and fire regulations. Collection from exhibition stand, measurement, storage and returning to exhibition stand (including all surcharges) per m³ or part thereof EUR 47.00
- Packed goods**
 - 5.1 **Short-term** up to 3 months Collection from exhibition stand, measurement, storage in closed warehouse and return after the end of the exhibition per m³ or part thereof and month EUR 68.00
 - 5.2 **Long-term** over 3 months
 - 5.2.1 Collection from exhibition stand, delivery to store, storage per m³ or part thereof minimum EUR 49.50
 - up to 10 m³ EUR 31.50
 - up to 20 m³ EUR 28.50
 - up to 30 m³ EUR 25.00
 - more than 30 m³ EUR 22.00
 - 5.2.2 Removal from storage and returning to exhibition stand (see Item 5.2.1)
 - 5.2.3 Storage charge per month minimum EUR 11.75
 - up to 10 m³ EUR 6.50
 - up to 20 m³ EUR 6.00
 - up to 30 m³ EUR 5.60
 - more than 30 m³ EUR 5.50
 - 6. **Incidental charges per order** Commission (2 %) for freight delivery, C.O.D etc. minimum EUR 5.00
 - 6.1 **Air freight** Atlas fee EUR 20.00 Assignment charge according to outlay
 - 6.2 **Surcharges**
 - 6.2.1 Surcharges for personnel and equipment
 - Overtime 17:00 – 20:00 25 %
 - Nights 20:00 – 6:00 50 %
 - Saturdays 25 %
 - Sundays 50 %
 - Public holidays 100 %
 (The surcharge is based on the day and time of performance of work.)
 - 6.2.2 Forwarding insurance SpV by value of goods