





Shipping Instructions and Tariff

Transport Ticketing North America

The Westin Arlington - 17 & 18 November 2026

Contact Details



edward.askew@kuehne-nagel.com

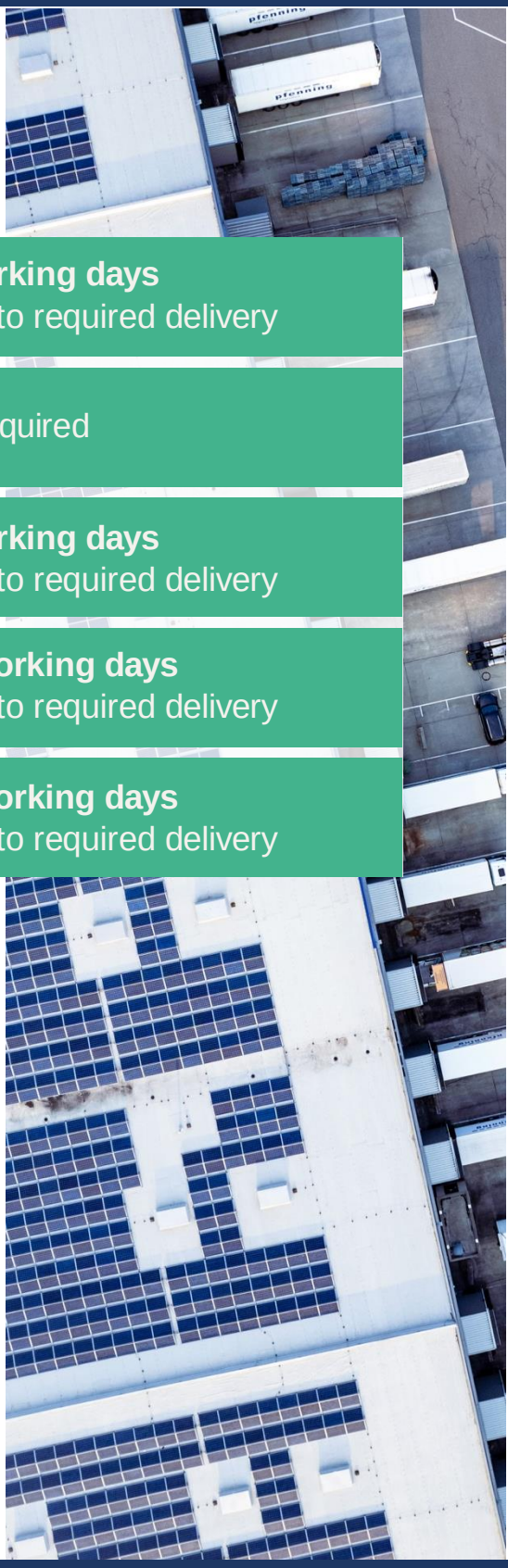
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Arrival deadlines & pre-alerts

KUEHNE+NAGEL

Arrival deadlines

Airfreight (up to arrival BWI/IAD)	**7 working days** prior to required delivery
Roadfreight: direct unload / load	As required
Roadfreight: advanced warehouse	**5 working days** prior to required delivery
Seafreight (LCL) at Baltimore Port	**15 working days** prior to required delivery
Seafreight (FCL) at Baltimore Port	**10 working days** prior to required delivery



Pre-alerts

All pre-alerts must be submitted via email directly to the Edward Askew at least **7 working days** (weekdays) prior to the shipment arriving.

ISF Filling on Sea Freight should be **minimum 48 hours** before departure from origin port.

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Airfreight tariff

Import / export clearance per ATA carnet (document issue fee not included)	£350.00 per clearance
Temporary / export customs clearance (temporary and definitive imports are cleared separately)	£245.00 per entry, per exhibitor
Temporary import bond fee	1.5% CIF value, minimum £150.00 per shipment, per exhibitor
Additional customs tariff HS code	£10.00 per HS code
Customs examination	£200.00 per shipment
Import VAT / duty	As per outlay +10%
Inbound Airline Handling	£0.85 per KG £200.00 minimum
Transport from airport to booth (per kg) Chargeable weight: 1cbm = 167kg	£550.00 min / £115.00 per 100kg
Airport arrival fees	£285.00 per AWB
Airline Storage (As Incurred)	Plus 10%

*Exclusions apply such as: airport/port storage, demurrage, THC

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Seafreight tariff

Import / export clearance per ATA carnet (document issue fee not included)	£350.00 per clearance
Temporary / export customs clearance (temporary and definitive imports are cleared separately)	£245.00 per clearance
Temporary import bond fee	1.5% CIF value, minimum £100.00 per clearance
Additional customs tariff HS code	£10.00 per HS code
Customs examination	£200.00 per shipment
Import VAT / duty	As per outlay +10%
FCL Terminal Fee	£275.00 per container
FCL from free arrival at port to fairground per way (excludes forklift / labour)	Available on request
LCL Terminal Fee	At cost + 10%
LCL transfer from port to advanced warehouse & delivered to stand (and vice versa) 1cbm = 167kg	£650.00 min / £135.00 per 100kg

*Exclusions apply such as: airport/port storage, demurrage, THC

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Customs

Import / export clearance per ATA carnet (document issue fee not included)	£350.00 per clearance
Temporary / export customs clearance (temporary and definitive imports are cleared separately)	£245.00 per entry, per exhibitor
Permanent / export customs clearance up (temporary and definitive imports are cleared separately)	£245.00 per entry, per exhibitor
Temporary import bond fee	1.5% CIF value minimum, £100.00 per shipment, per exhibitor
Additional customs tariff HS code	£10.00 per HS code
Customs examination	£200.00 per shipment
Import VAT / duty	As per outlay +10%

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Storage

	Standard empty packaging storage Returned to stand after Priority Storage. You may be asked to indicate return day.	Available on request
	Priority empty packaging storage Priority Storage returned prior to Standard Storage. Volume & items stored are limited.	Available on request
	Full Good storage (Ladders, Equipment etc.)	Available on request

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Ancillary charges & exclusions



Overtime surcharges:

Saturday **+50%**
Sunday **+100%**
Public holiday **+100%**



Late booking surcharge: 50%

Applicable for orders booked later than 1 week prior to date of required services.



File & intervention fee: £75.00

Per order



Advanced warehouse late arrival surcharge: 25%

Applicable after 5 working days prior to date of required services.



Cancellation fee: 100%

Effective 48hrs prior to service day.



Exclusions:

Insurance, VAT, duties & taxes (if incurred), additional customs inspection, secondary screening, wait time, demurrage, DG shipment handling

Subject to BIFA Standard Trading Terms - available on request
Subject to Kuehne + Nagel T&C's and Trade Control Clause – 'click here to view'

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Shipping instructions



Seafreight

All consignments should be sent on a freight prepaid basis to KN nominated port and consigned as follows:

Consignee:

"Insert Exhibitor Name & Booth Number"
TTNA 2026
c/o Quadcor Fairs and Events
The Westin Arlington
Arlington, VA

Notify:

KN E+E Imports
exposervice.usa@kuehne-nagel.com



Airfreight

All consignments should be sent on a freight prepaid basis to arrival airport and consigned as follows:

Consignee:

"Insert Exhibitor Name & Booth Number"
TTNA 2026
c/o Quadcor Fairs and Events
The Westin Arlington
Arlington, VA

Notify:

KN E+E Imports
exposervice.usa@kuehne-nagel.com

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General information

+ For temporary imports, it is **highly recommended** to ship via **ATA carnet** due to restrictions for temporary imports & necessary customs checks.

+ Permanent & temporary items will require **separate commercial invoices** for customs purposes, **cannot** be consolidated onto one document & must be **packed separately**.

+ Failure to comply with the relevant instructions within this document may cause **undue delays** and may lead to **additional expense**.

+ **ATA Carnets** can only be handled in Gateway locations for import and re-export purposes. Please be sure to route carnet freight through one of the following locations only:

New York, Miami, Atlanta, Chicago, Washington D.C, Houston, Dallas, Los Angeles and San Francisco



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Documents

All document checks and pre-alerts to be emailed to Kuehne+Nagel Ltd for necessary approvals

Invoice should be addressed as follows:

TTNA 2026
Exhibitor Name / Stand Number
The Westin Arlington

Labelling / marks:

All packages should be marked with the following information:

TTNA 2026
The Westin Arlington
Stand Number
Delivery date to stand
Place count (1 of 10, 2 of 10, 3 of 10, etc.)

Label Template →

Commercial invoice (CIPL) should indicate the following information:

+ Detailed description of each item
+ Quantity of each item
+ Value of each item
+ Permanent or temporary importation
+ Import HS codes
+ Country of origin

CIPL Template →

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Documentation overview



Sea freight

+ Bill of lading (express release)
+ Commercial invoice / ATA carnet
+ Packing list
+ Power of attorney
+ ISF



Air freight

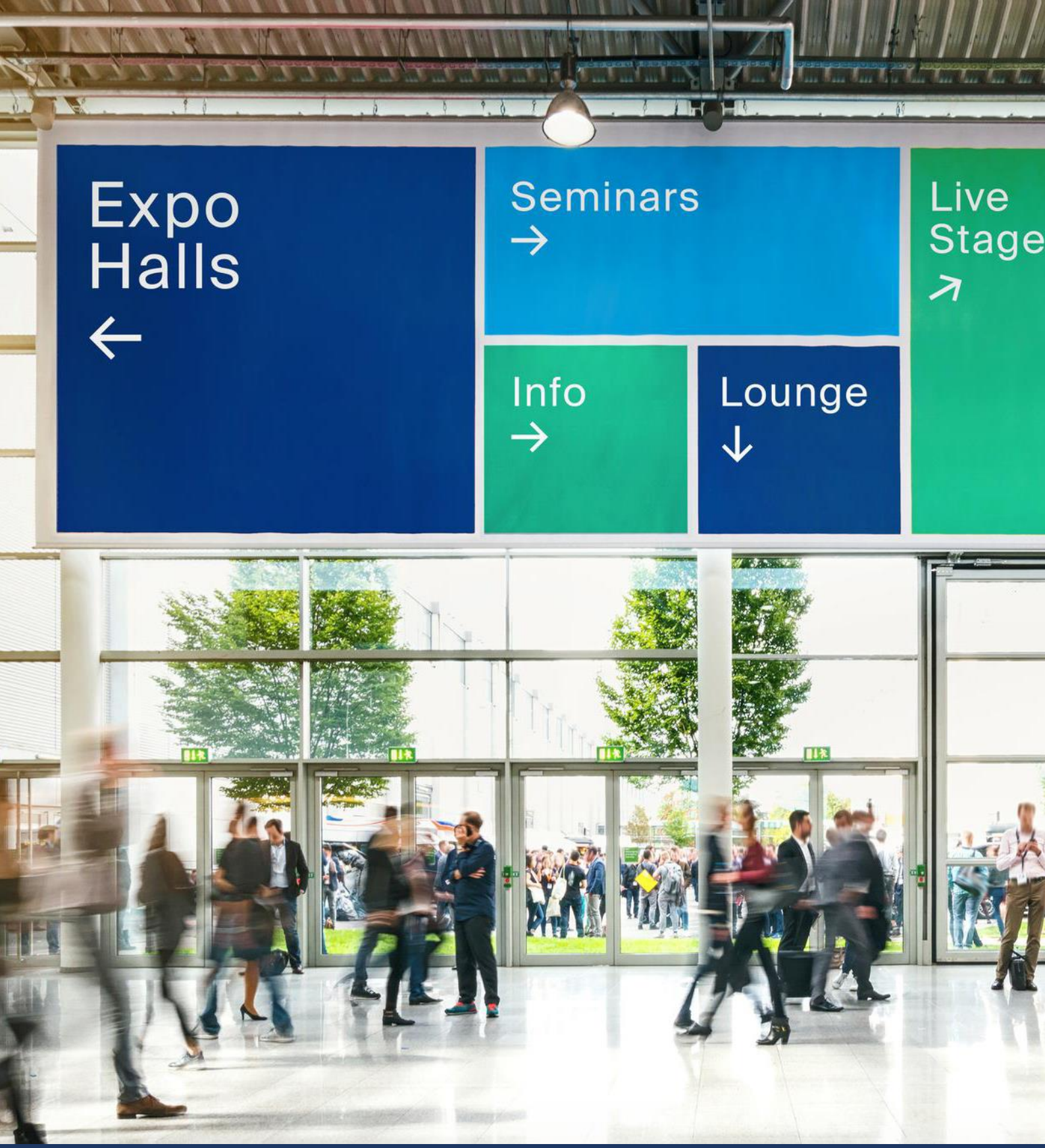
+ Bill of lading (express release)
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+ Packing list
+ Power of attorney



Road freight

+ Bill of lading (express release)
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+ Packing list
+ Power of attorney

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