

Shipping Instructions and Tariff





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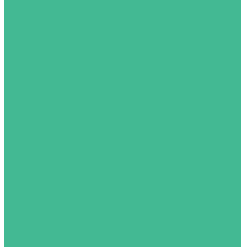
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Contact Details



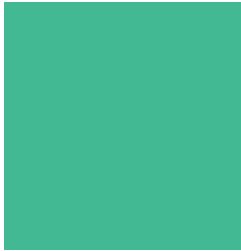
Andy Blundell



KN ICE Event Team



clarion.events@kuehne-nagel.com



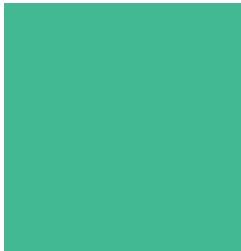
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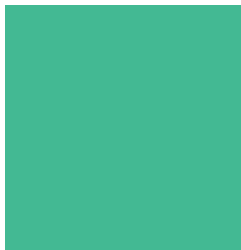
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myFairLOG How to make a Booking

Planning an event can be complex, but with our platform logistics can become a breeze.

myFairLOG

<https://fairlog.kuehne-nagel.com/login>



Book your services online



Transport: **Arranging transport from your door to exhibition stand or vice versa**



Onsite Lifting: **For reloading / positioning of goods from your vehicle to stand or vice versa**



Storage: **Temporary storage of your empty or full case goods during the exhibition**



Equipment: **Rental of various specialist material handling equipment**

How It Works

1

Log In: Visit the Expo and Event Logistics Platform and log in securely

2

Select Services: Choose from unloading, reloading, empty case storage, or stand repositioning

3

Book: Provide event details, select dates, and quantities

4

Track: Monitor your orders in real time



Shipping Deadlines & Pre Alerts

Shipping Deadlines



Airfreight to: BCN Airport

5 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 BCN port:

10 working days prior to required delivery

Seafreight (FCL) at BCN port:

5 working days prior to required delivery

Pre-Alerts

All pre alerts must be submitted via email directly to the contact details provided at least 5 working days (weekdays) prior to the shipment arriving.

Email:

clarion.events@kuehne-nagel.com





Traffic Management

Efficient Traffic Bookings for ICE & iGB Affiliate 2025



A traffic booking system managed by Kuehne+Nagel will be in place.

Loading zone bookings will be possible / accessible upon request using the below links.

All vehicles accessing site will need to move via the vehicle marshalling yard (SOT) prior to venue access.

We observe a staggered access plan whereby each exhibitor is issued a unique timetable. Slots will be bookable as per exhibitors' individual timetables.

The traffic booking system will be live from November 2024.

Further Information Coming Soon

ICE & iGB Affiliate 2025 Traffic Plan & Independent Bookings



Traffic Management Information Coming Soon

Traffic Access Fee Information



Tariffs

Airfreight Tariff



Import / Export clearance per ATA Carnet (document issue fee not included)	€ 210.00 per clearance
Temporary / Export Customs Clearance (Temporary and definitive imports are cleared separately)	€ 228.00 per entry, per exhibitor
Temporary Import Bond fee	1.75% CIF Value € 350.00 per shipment, per exhibitor
Additional Customs Tariff HS code	€15.00 per HS code
Customs Examination	€ 75.00 per shipment
Import VAT / DUTY	As per Outlay + 15%
Customs Security Fee	1.5% CIF Value € 150.00 per clearance
Transport from BCN airport to booth per kg Chargeable weight - 1cbm = 300kgs	€ 1.56 per kg € 468.00 minimum per AWB
Airport arrival fees	€ 90.00 per AWB
Additional charge for goods sent by express carrier (UPS, FEDEX, DHL)	€ 150.00 per AWB



Tariffs

Seafreight Tariff



Import / Export clearance per ATA Carnet (document issue fee not included)	€210.00 per clearance
Temporary Import / Export Customs Clearance (Temporary and definitive imports are cleared separately)	€228.00 per clearance
Temporary Import Bond fee	1.75% CIF Value €150.00 per clearance
Additional Customs Tariff HS Codes	€15.00 per HS code
Customs examination	€75.00 per shipment
Import VAT / DUTY	As per Outlay + 15%
Customs Security Fee	1.5% CIF Value €150.00 per clearance
From free arrival at port to Barcelona fairground delivered on booth per way	€ 2280,00 Per Container (20' container) € 2640,00 Per Container (40' container)
Additional Charge for Handling FCL Via Warehouse	€30.00 per cbm (Min 3cbm)
LCL transfer from port to advanced warehouse & Delivered to stand (and vice versa) 1cbm = 333 KG	€138.00 per cbm (Min 2cbm)



Customs Tariff

Permanent import on commercial invoice up to CIF value 12.000 €	€ 190.00 per shipment, per exhibitor
Permanent import on commercial invoice up to CIF value 18.000 €	€ 318.00 per shipment, per exhibitor
Permanent import on commercial invoice up to CIF value 24.000 €	€ 354.00 per shipment, per exhibitor
Permanent import on commercial invoice up to CIF value 36.000 €	€ 438.00 per shipment, per exhibitor
Use of Resa EORI number (import or export)	€ 200.00 per shipment, per exhibitor
International T-form/DAE for export up to CIF value 24.000	€ 200.00 per shipment
T1 Closing	€ 250.00 per shipment



Tariffs

Advanced Warehouse



From reception via advanced warehouse up to delivery to booth or return to warehouse

*Chargeable weight (per 100 kgs)
1m³=333kgs*

€65.00 per cbm
Min 3cbm

Additional deliveries during event

€ 100.00 per delivery

Additional deliveries to multiple stands

€95.00 per stand

Courier Point receipt including interim storage and delivery to stand

€ 250.00 per shipment,
max 50KG/0.15cbm



Tariffs

Onsite Charges



Unloading / Reloading directly to stand
3T Forklift

€20.00 per cbm

Forklift & Driver to assist with stand erection and dismantling (up to 3T)

€175.00 per hour
Min 2 hrs

Forklift & Driver to assist with stand erection and dismantling (up to 5T)

Price on application
Min 2 hrs

Plant Hire

[Fee Information \(Click Here!\)](#)

Storage



Collection / Storage / Redelivery of empties from / to booth

€50.00 per cbm
Min 2cbm

Priority Collection / Storage / Redelivery of full goods from / to booth

€70.00 per cbm
Min 2cbm

Collection / Storage / Redelivery of full goods from / to booth

€60.00 per cbm
Min 2cbm



Ancillary Charges & Exclusions

Overtime Surcharges:

Saturday +50%
Sunday +100%
Public Holiday +100%

Late Booking Surcharge:

50%
Applicable after
20/12/24

File & Intervention Fee:

€75.00 per order

Exclusions:

Insurance, VAT, Duties
& Taxes (if incurred),
additional customs
inspection, Secondary
Screening, Wait Time,
Demurrage, DG
Shipment Handling

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

All work services provided by Kuehne+Nagel UK will be undertaken in accordance with BIFA 2021 standard trading conditions. A copy can be found here [BIFA 2021](#).



Shipping Instructions



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

Consignee: Airfreight MWAB

RESA EXPO WAREHOUSE
 For: Name of the event / Exhibitor name C/Botánica,
 62 - Fira Gran Via, Acceso 4
 08908 Hospitalet (Barcelona) Spain

Notify:
 ICE & iGB Affiliate 2025
 "Exhibitor name" / "Stand No / KN booking reference"
 Ctc : Andy Blundell
 Telephone: + 44 (0) 121 312 2357



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

Consignee: Seafreight

RESA EXPO WAREHOUSE
 For: Name of the event / Exhibitor name C/Botánica,
 62 - Fira Gran Via, Acceso 4
 8908 Hospitalet (Barcelona) Spain

Notify:
 ICE & iGB Affiliate 2025
 "Exhibitor name" / "Stand No / KN booking reference"
 Ctc : Andy Blundell
 Telephone: + 44 (0) 121 312 2357



Roadfreight All consignments should be sent on a freight prepaid basis to the following address: *All Roadfreight must be pre booked prior to arrival*

Consignee: Roadfreight (Via Warehouse)

Kuehne+Nagel / RESA
 ICE & iGB Affiliate 2025
 For: Exhibitor name / Booth nr
 Av. Rius i Taulet 2/4 - Fira Montjuic - Hall 2
 08004 Barcelona
 GPS: 41.372757, 2.153827

Notify:
 ICE & iGB Affiliate 2025
 "Exhibitor name" / "Stand No / KN booking reference"
 Ctc : Andy Blundell
 Telephone: + 44 (0) 121 312 2357





Shipping Instructions



Roadfreight All consignments should be sent on a freight prepaid basis to the following address: *All Roadfreight must be pre booked prior to arrival*

Consignee: Roadfreight (Direct)

RESA EXPO DIRECT TRUCKS
C/O Kuehne+Nagel Ltd Expo + Events
or: ICE & iGB Affiliate 2025 / Exhibitor name
Fira Barcelona Gran Via
Av. Joan Carles I, 64
08908 L'Hospitalet de Llobregat Barcelona, Spain

Notify:
ICE & iGB Affiliate 2025
"Exhibitor name" / "Stand No / KN booking reference"
Ctc : Andy Blundell
Telephone: + 44 (0) 121 312 2357

Please refer to the traffic management guidelines on page 6 of this document on how to make a traffic booking. Vehicles attempting to access site directly, without an access pass will be turned away.

It is not the responsibility of KN to book in vehicles



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.
- Please refer to the traffic management guidelines on page 6 of this document on how to make a booking. Please ensure your driver arrives with the pre-assigned KN reference.
- All wooden packing materials that enter the EU must conform to the international standard ISPM-15, and should be free of bark and treated; showing the IPPC stamp to confirm the ISPM-15 standard.





Documents

Documents

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



Invoice should be addressed as follows:

ICE & iGB Affiliate 2025
 Exhibitor Name / Stand Number
 Fira Barcelona Gran Via
 Stand Number

Labelling / Marks:

All packages should be marked with the following information:

ICE & iGB Affiliate 2025
 Fira Barcelona Gran Via
 Stand Number
 Delivery date to stand
 Place count (1 of 10, 2 of 10, 3 of 10, etc.)

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 (Valid EORI number required for permanent imports)
- Import HS codes
- Country of origin

CIPL template for your reference and use on ICE & iGB Affiliate 2025

CIPL template

Label template for your reference and use on ICE & iGB Affiliate 2025

Label Template



Documents

Documentation Overview



Sea Freight

Bill of Lading (Express release)

Commercial Invoice / ATA Carnet

Packing List

Power of Attorney

Documentation Overview



Air Freight

Air Waybill

Commercial Invoice / ATA Carnet

Packing List

Power of Attorney

Documentation Overview



Road Freight

CMR & T1 (If applicable)

Commercial Invoice / ATA Carnet

Packing List

Power of Attorney



Courier Shipments & Customs

Courier Shipping Instructions

Please note that IF we are required to provide assistance in clearing the consignment through customs the applicable cost will be applied. Please note there are expected delays if the consignment is not consigned correctly, the importer does not have a valid EORI or there is no CIPL.



Customs Clearance

Consignments should be sent on a **freight prepaid basis** in accordance with the arrival deadlines set and can be cleared via

Permanent entry (duty & vat paid). Goods will remain in the territory post event

Temporary entry (temporary import without paying duty & VAT)

ATA Carnet. All items must be returned post event and cannot be resold, consumed or given away

Please note temporary and definitive goods must be packed and shipped on a separate basis.





Payment of charge

Payment of charge

Unless freight is routed via our Kuehne+Nagel network or officially appointed partners, we will require payment for all services, as advised by us, prior to services being completed.

This is due to these entities being likely to have a credit facility in place, and having a pre arranged set up on our myFairLog booking system.

Kuehne+Nagel UK are able to offer two types of payment terms, in accordance with the below:

Credit Account:

You have an existing credit facility with Kuehne+Nagel UK (please check that this is still valid prior to booking services). If you would like to set up a credit account with us, please contact us to request the relevant forms. This must be completed two months prior to the relevant services being completed.

Cash On Demand (COD):

If you do not have an agreed credit facility with Kuehne+Nagel UK, services must be paid for prior to services being completed. Payment can be made via bank transfer or credit card payment. Please note card payments will incur additional fees from our service provider paycargoo.

Deadline for bank transfers is: 13/01/25

Credit Card Payments
Paycargoo

[PayCargo Link](#)



Kuehne + Nagel Ltd
Bank Details

[Kuehne+NagelBankDetails.PDF](#)

Shipping Instructions and Tariff

Expo
Halls



Seminars



Info

