

**DSV Solutions**

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**EXHIBITION HANDLING & FREIGHT ORDER FORM**

DATE & TIME GOODS ARRIVING TO STAND

DATE & TIME GOODS COLLECTED FROM STAND

EXHIBITOR NAME

HALL & STAND NUMBER

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Number and Type  of Packaging | Description of goods | Gross weight  (kg) | Dimensions (cm) | | |
| L | W | H |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | We require the following services: (tick as required) | |  | We require a no obligation quotation: | |
|  | Transport from your premises to site / warehouse  Return transport from site / warehouse  ***(kerbside service)*** | |  | Transportation  Transit insurance (please provide details) | |
|  | Goods In – Receive into warehouse plus transfer to stand  Goods Out – Transfer from stand to warehouse  ***Please contact us for more details including warehouse location***  ***and delivery / collection details*** | |  | £ 60.00 per standard pallet  (Standard size – 1.2m x 1.2m base)  £ 60.00 per standard pallet  (Standard size – 1.2m x 1.2m base) | |
|  | Unloading from vehicle direct to stand \*\*  Reloading direct from stand to vehicle \*\* | | £ 30.00 per 1000kg / 3m3 (min. £30.00)  £ 30.00 per 1000kg / 3m3 (min. £30.00) | |
|  | Collection, storage & redelivery of empty packing material | | £ 30.00 per 1m3 (min. £ 60.00) | |
|  | Forklift and driver to assist with erection / dismantling work on stand \*\* (max. 3T forklift) | | £ 55.00 per hour (min. 2 hours £110.00) – each way | |
| \*\* Subject to overtime surcharge if outside of exhibition timetable hours  **Any order received on or after Wednesday 5th March 2025 will be subject to a 25% late booking surcharge.**  **All orders subject to an Agency Fee of GBP 35.00**  **All goods sent to our pre-show warehouse must be pre-customs cleared. Duty and VAT must be pre-paid** | | | | | |
| Company Name | |  | Telephone Number | |  |
| Address (invoice) | |  | Card Payment\*  ***Please provide contact name / details to obtain card payment information*** | |  |
| VAT Number | |  | Name (please print) | |  |
| Company Registration Number | |  | Signed | |  |
| Email Address | | PLEASE SIGN TO CONFIRM ORDER AND PROVIDE PAYMENT DETAILS ABOVE  If no credit terms are in place, then all payments must be received prior to delivery to stand  All prices are exclusive of VAT  IMPORTANT: All business is undertaken subject to the current editions of our standard trading conditions, which are  UKWA (warehousing) and BIFA (all other business). Copies available upon request | | | |