



# Lifting and Handling Order Form



**Deadline date for orders:  
Friday 2<sup>nd</sup> June 2023**

<b>Company Name</b>			
<b>Invoice Address</b>			
		<b>Post code</b>	
<b>Stand Name</b>		<b>Stand/ Hall No</b>	
<b>Telephone No</b>		<b>VAT No</b>	
<b>Email address</b>			

<input type="checkbox"/> <b>I agree to the terms and conditions of ILS</b>	<b>Print name</b>	
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To view our Conditions of Trading please click [here](#) and our data privacy policy please click [here](#) or visit our website [\\*\\*\\*.i-l-s.co.uk](http://www.i-l-s.co.uk)

**Please indicate below the services you wish to order from ILS:**

- |   |  |         |                                      |
|---|--|---------|--------------------------------------|
| <input type="checkbox"/> On site courier reception (includes delivery to stand) | In <input type="checkbox"/> Out <input type="checkbox"/> | *£50.00 | per cbm or 333kgs                    |
| <input type="checkbox"/> Advance warehouse                                      | In <input type="checkbox"/> Out <input type="checkbox"/> | £85.00  | per cbm or 333kgs                    |
| <input type="checkbox"/> Offload from vehicle to stand (3t forklift)            |  | £10.00  | per cbm or 333kgs, min 3cbm per lift |
| <input type="checkbox"/> Reload from stand to vehicle (3t forklift)             |  | £10.00  | per cbm or 333kgs, min 3cbm per lift |
| <input type="checkbox"/> Empty Case Storage                                     |  | £30.00  | per cbm, min 2cbm                    |
| <input type="checkbox"/> Freight Transport                                      |  |         | quotation upon request               |
| <input type="checkbox"/> Customs Clearance                                      |  |         | quotation upon request               |
| File processing fee (applies to all orders)                                     |  | £15.00  |                                      |

N.B. Charges are based on work carried out during official tenancy. Work outside these hours/days are subject to surcharges. There is a minimum charge of £50.00. \* For courier shipments originating from outside the UK the cost for this service will be £85.00. All prices are subject to VAT at the rate current at the time of invoicing. A full quotation/pro-forma invoice for all services indicated will be supplied and pre-payment must be made prior to commencement of work

QUANTITY	DESCRIPTION	L x W x H cms	WEIGHT KGS
		x x	
		x x	
		x x	
		x x	
		x x	
		x x	

**\*Must be completed - \*Total value of goods**

Unload date for exhibits		am	Reload date for exhibits		am
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Credit card details are required to guarantee booking.

Card number																			
Start date		Expiry date		Security Code															
Name on the card											Debit	<input type="checkbox"/>	Credit	<input type="checkbox"/>					

If credit card details are included on this form please do not email, please fax or post, this is for the security of your credit card data. Alternatively email your form and call us with your card details

**Please return completed form to**

**John Lawson - International Lifting & Shipping**

International House, Colonnade Point, Central Boulevard, Prologis Park, Coventry CV6 4BU

Tel: +44 (0) 24 7633 7955 Fax: +44 (0) 24 7633 6795 Email: [jl@i-l-s.co.uk](mailto:jl@i-l-s.co.uk)

All business is undertaken subject to the current edition of our Conditions of Trading, copies of which are available upon request. These conditions contain provisions which limit and/or exclude our liability and should be read carefully. Without prejudice to the generality of those conditions, please note that in no circumstances will we accept responsibility for goods left unattended at any time, whether on a stand or in an open store or otherwise (All stores deemed open unless expressly stated otherwise)