

SHIPPING INSTRUCTIONS

TARIFF

ORDER FORM



Birmingham NEC
22-23 March 2023

NEUROCONVENTION

Naidex



CEVA
LOGISTICS

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Shipping Deadlines:

Seafreight LCL / FCL at any UK Port

LCL = 10 working days before delivery

FCL = 5 days before delivery



Airfreight at London Heathrow Airport (LHR)

5 working days before delivery



Road freight via onsite warehouse

24 hours prior to delivery on stand

Build-up Dates 20-21 March

Show Dates 22-23 March

Breakdown Dates 23-24 March

All formal orders must be received by latest **5 workings days before delivery**

***Any orders received after the above deadline may be subject to a 25% late booking surcharge**

Orders received after 08 Mar 23 will incur a 25% late booking surcharge.

CEVA Contact: Luke Titmus E: luke.titmus@cevalogistics.com T:+44 (0) 330 5877777

SEA | AIR

All Bills of Lading should be sent freight prepaid to any UK Port and consigned as follows:

Consignee:
CEVA Showfreight
Unit 3A
Perimeter Way
NEC
Birmingham
B40 1PJ
United Kingdom



T: +44 (0) 330 587 7777

Notify:
CEVA Showfreight
Naidex '23
Exhibitor Name / Hall & Stand Number
luke.titmus@cevalogistics.com

Documents required:

- Copy of Bill of Lading
- Copy of Invoice / Packing List

All Airfreight consignments should be sent freight prepaid to London Heathrow (LHR) and consigned as follows:

Consignee:
CEVA Showfreight
Unit 3A
Perimeter Way
NEC
Birmingham
B40 1PJ
United Kingdom



T: +44 (0) 330 587 7777

Notify:
CEVA Showfreight
Naidex '23
Exhibitor Name / Hall & Stand Number
luke.titmus@cevalogistics.com

Documents required:

- Copy of Direct Master Air Waybill
- Copy of Invoice / Packing List

Please forward all documentation to Luke before for approval before shipping
CEVA Contact: Luke Titmus E: luke.titmus@cevalogistics.com T:+44 (0) 330 5877777

ROAD | COURIER

Deliveries direct to NEC for unloading should be consigned as follows:

Exhibitor Name
CEVA Showfreight
Naidex '23
Hall & Stand Number
NEC
Birmingham
B40 1NT
United Kingdom



Deliveries should arrive at the venue on the day that they are required on the stand. Deliveries will be unloaded direct to the stand unless instructed otherwise. The same instruction will apply for collecting vehicles after the event.

Deliveries via onsite warehouse should be consigned as follows:

Exhibitor name
CEVA Showfreight
Naidex '23
Hall & stand number
Unit 3A
Perimeter way
NEC
Birmingham
B40 1PJ
United Kingdom



Deliveries should arrive at the onsite warehouse a minimum of 24 hours prior to required delivery to stand.

Please forward all documentation to Luke before for approval before shipping
CEVA Contact: Luke Titmus E: luke.titmus@cevalogistics.com T:+44 (0) 330 5877777

COURIER |

Courier deliveries should be consigned as follows:

CEVA Showfreight
Unit 3a, NEC
Birmingham
B40 1NT
Ref: SHOWNAME / EXHIBITOR NAME



Please ensure shipments are sent customs cleared with all duties and taxes pre-paid (shipment terms DDP). It will be the responsibility of your courier company to deliver the shipment to your stand unless CEVA Showfreight are pre advised accordingly.

If CEVA Showfreight are requested to assist with your courier shipment an intervention fee will be applied

Re export of courier shipment:

If you request CEVA Showfreight to store your shipment after the show so that your courier company can collect CEVA will require a commercial invoice and shipping labels. You must also provide the courier companies details and date the goods are being collected.

Please forward all documentation to **Luke Titmus E:** luke.titmus@cevalogistics.com **T:+44 (0) 330 587777**
before for approval before shipping

Courier arrivals

All shipments arriving via courier must be notified to CEVA in advance of arrival. Please ensure shipments are sent customs cleared with all duties and taxes pre-paid (shipping terms DDP).

Receiving courier shipments into warehouse: **£20.00 Per Consignment** (Up To 25 Kgs)

If CEVA are required to provide clearance information, then the following will apply:

Courier Intervention Fee: **£125.00**

If no UK VAT / EORI number is available, then CEVA can act as Importer of Record on the exhibitor's behalf, and this will be charged as follows:

Importer of Record fee: **£50.00**

Shipments arriving by courier cannot be customs cleared on a temporary basis and taxes will need to be paid.

Duties and Taxes: **At Cost**

Duty & VAT Advancement Fee: **5%** (Min £25.00)

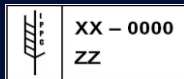
Any shipments that arrive without pre-notification and if a courier company uses CEVA's EORI without prior permission then fines will apply.

ADDITIONAL | INFORMATION

Wood Packing



All cargo containing wood entering into the EU (except coming from Switzerland) must be fumigated in its country of origin prior to shipment. This regulation includes but is not limited to such items as crates, pallets, frames, drums etc. To guarantee that the fumigation has been applied, the following information **MUST** be marked or stamped onto the outside of each package.



- IPPC logo
- ISO country code
- Licence number assigned to the fumigation company
- Fumigation method (Heat Treated or Methyl Bromide used)

Export Control



Strategic goods entering the United Kingdom are subject to applicable UK legislation. Specifically, it is the UK Export Control Order 2008 which sets forth the controls and licensing requirements established for strategic goods placed on the UK Strategic Export Control Lists. It is the exhibitor's responsibility to actively determine whether any of their items appear on the consolidated list of strategic military and dual-use items that require export authorization.

For further details please click [HERE](#)

ITAR



International Traffic in Arms Regulations (ITAR) is the set of US government regulations that control the import and export of defence related items and services as listed on the United States Munitions List (USML). It is the responsibility of the shipper to inform CEVA in advance of any ITAR regulated freight that will be shipped to the event.

ADDITIONAL | INFORMATION

Insurance

Insurance cover whilst goods are in transit or in CEVA's possession are covered under the limitations of CEVA's

[Terms and Conditions](#).

Goods left unattended on stands after delivery or awaiting collection after an exhibition are the sole responsibility of the exhibitor, and therefore strongly recommend that your freight is fully insured.

Specific all risk cover for your freight is available from CEVA upon request:

CEVA Contact: Luke Titmus

E: luke.titmus@cevalogistics.com

T:+44 (0) 330 5877777



Payment of Charges

Unless freight is routed via one of our appointed agents we will require payment of all charges, as advised by us, prior to the last day of the show. Personal or foreign cheques are not acceptable. Settlement can be made in advance by bank transfer or alternatively on site by credit card.



BNP Paribas
10 Harewood Avenue
London
NW1 6AA

Account Name:	CEVA Receivables Finance DAC
Account Number:	89848045
Sort Code:	40 – 63 – 84
IBAN:	GB40BNPA40638489848045
BIC (Swift):	BNPAGB22XXX

INTERNATIONAL | INBOUND | TARIFF

Temporary Import Customs Clearance		£195.00 Per Entry / Consignment
Permanent Import Customs Clearance		£195.00 Per Entry / Consignment
Additional HS Codes (over 3)		£3.50 Per HS Code
ATA Carnet Handling Fee		£75.00 Per Carnet
Duty & VAT		At Cost
Duty & VAT Advancement Fee		5% (Min £25.00)
Courier Intervention Fee		£125.00 Per Waybill
Customs Examination		£35.00 Per Consignment
Temporary Import Bond Fee		1.0% Of CIF Value (Minimum £100.00)
Importer Of Record Fee		£50.00 Per Entry
Import Airline Handling Charge		£0.40 Per Kg (Minimum £45.00)
Transport From Airport To Venue		£45.00 Per 100kgs (Minimum 300kgs)
Terminal Handling Charges	FCL 40ft	£245.00 Per Container
	FCL 20ft	£245.00 Per Container
	LCL Cargo	£75.00 Per cbm (Minimum 2cbm)
Transport From UK Seaport	FCL 40ft	£850.00 Per Container
	FCL 20ft	£850.00 Per Container
	LCL Cargo	£75.00 Per cbm (Minimum 2cbm)
Ocean Freight ISPS		£26.00 Per BL

ONSITE | HANDLING | TARIFF

Unloading from Vehicle to Stand (2.5T forklift)

£20.00 Per 1cbm Or 500kgs (Minimum 2cbm Whichever The Greater)

Unloading from Vehicle to Warehouse

£20.00 Per 1cbm Or 500kgs (Minimum 2cbm Whichever The Greater)

Delivery from Warehouse to Stand

£20.00 Per 1cbm Or 500kgs (Minimum 2cbm Whichever The Greater)

Collection, Storage & Redelivery of Empty Cases

£30.00 Per 1cbm (Minimum 3cbm)

Collection from Stand to Warehouse

£20.00 Per 1cbm Or 500kgs (Minimum 2cbm Whichever The Greater)

Reloading from Warehouse to Vehicle

£20.00 Per 1cbm Or 500kgs (Minimum 2cbm Whichever The Greater)

Reloading from Stand to Vehicle (2.5T forklift)

£20.00 Per 1cbm Or 500kgs (Minimum 2cbm Whichever The Greater)

Re-lifting at Stand (2.5T forklift)

Price Upon Request

Receiving courier shipments into warehouse

£20.00 Per Consignment (Up To 25 Kgs)

Labour on Stand (unskilled)

£40.00 Per Hour (Minimum 4 Hours)

Trailer Rate Unload/Reload

Price Upon Request

Please Note

Shipments Via Our Warehouse Pre / Post Show Are Chargeable At £6.00 Per cbm / Per Day (Minimum £30.00)
In Addition To The Above Warehousing Rates. A Surcharge Of 50% Is Chargeable For Work Before 08:00 And
After 18:00 . A Surcharge Of 100% Will Be Charged For Work During Weekends / Bank Holidays

INTERNATIONAL | OUTBOUND | TARRIFF

Airfreight Collection from Venue		£45.00 Per 100kgs (Minimum 300kgs)
Export Airline handling including Air line Delivery		£0.40 Per Kg (Minimum £45.00)
Terminal Handling Charges	FCL 40ft	£245.00 Per Container
	FCL 20ft	£245.00 Per Container
	LCL Cargo	£25.00 Per Cbm (Minimum 2cbm Whichever The Greater)
Transport to UK Seaport	FCL 40ft	£850.00 Per Container
	FCL 20ft	£850.00 Per Container
	LCL Cargo	£75.00 Per Cbm (Minimum 2cbm Whichever The Greater)
Ocean Freight ISPS		£26.00 Per B/L
VGM - FCL		£45.00 Per Container
VGM - LCL		£15.00 Per LCL Consignment
ISF Preparation Fee (USA, Canada)		£15.00 Per B/L
AMF Fee (USA, Canada, Japan, Mexico, China, India)		£55.00 Per Consignment
Re-Export Customs Formalities		£195.00 Per Consignment
Re-Export Examination		£35.00 Per Consignment
Temporary Import Bond Cancellation Fee		£35.00 Per Cancellation
Exporter of Record Fee		£50.00 Per Entry
T1 Documentation Fee		£45.00 Per Document
Bill of Lading / Airway Bill Fee		£45.00 Per B/L
Dangerous Goods Check & Documentation (Airfreight only)		£130.00 Per Consignment
Re-labelling Dangerous Goods Shipments		£75.00 Per Consignment
Agency and Communications Fee		£80.00 Per Shipment

ONLINE | ORDERING



All onsite services are to be booked online, please click the button below to order.

[ORDER NOW](#)