

SHIPPING GUIDELINES

Important tips for transport,
handling and insurance of your exhibits

The smarter E South America November 16-18, 2020

Schenker Deutschland AG

Fairs & Exhibitions

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We operate exclusively in accordance with the Allgemeine Deutsche Spediteurbedingungen 2017 - ADSp 2017 - (German Freight Forwarders' General Terms and Conditions 2017) and – if they do not apply for performing logistics services - with the Logistic-AGB (General Terms and Conditions of Logistics-Services Providers), as of March 2006.

Note: In clause 23 the ADSp 2017 deviates from the statutory liability limitation in section 431 German Commercial Code (HGB) by limiting the liability for multimodal transportation with the involvement of sea carriage and an unknown damage location to 2 SDR/kg and, for the rest, the customary liability limitation of 8.33 SDR/kg additionally to Euro 1.25 million per damage claim and EUR 2.5 million per damage event, but not less than 2 SDR/kg.

DB SCHENKERfairs offers the highest quality with certification in compliance with DIN EN ISO 9001 : 2015


Contact details

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Time Schedule

		From Europe
A) Shipping details for pre-documentation offer		
- 	Oceanfreight	11.09.2020
- 	Airfreight	16.10.2020
B) Fixed documentation –ready to send -		
- 	Oceanfreight	18.09.2020
- 	Airfreight	23.10.2020
C) Latest arrival deadlines @ Brazil		For all shipments
- 	Oceanfreight @ Santos Port	19.10.2020
- 	Airfreight @ GRU or VCP Airport	28.10.2020

Documentation for transport

The following documents are mandatory and needed

- Invoice and packing list
 - Temporary material must be separated declared and packed from definitive material
- Forwarding order
- Export declaration
- Letter of participation from organizer / Renting contract copy as proof of participation
- Hold harmless letter

➔ All forms will be provided by us as these will be accepted by customs only!

All documents must be reviewed and approved by us before shipment. Do NOT send anything out before our approval!

Customs clearance

Exhibition shipments are subject to stringent checks by the customs authorities. It is therefore essential to make sure that all items listed in the documents are correct and match the actual contents of the packages. Otherwise it may result in significant customs penalties.

All giveaways, brochures, catalogues, brochures, etc. are subjected to duty and tax. The duties and taxes will be charged to you. The customs authorities reserve the right to determine the customs value individually. For all permanent imports, duties and taxes will apply automatically!

There may be customs examinations on your shipment and model / serial numbers will be checked. We strongly recommend not to send any kind of medicine, food, alcohol, cigarettes etc. Huge problems may occur while customs clearance and the deadline for stand delivery may not be granted!

Marking of shipment

All packages must be marked clearly. An identification for customs reasons is mandatory (e.g. number of cases, name of model.)

The packages should be marked as follows:

The smarter E 2020, Sao Paulo, Brazil
Exhibitor name: _____
Hall no.: ____ / Booth no.: ____
Case #: ____ of ____
Dimensions (cm): ____x____x____
Gross weight (kg): ____

Packaging

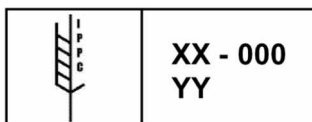
Protection against damage and rain

As the exhibits are repeatedly loaded and unloaded during transportation, shocking/bumping will sometimes be inevitable. Therefore exhibitors must take necessary precautions against damage and rain. We cannot assume any responsibility for the damage especially when the return exhibits are to be packed with used-packing materials (the case as well as aluminum foil, plastic covers, etc., very often would have been damaged already during unpacking).

The Case

The case must be strong enough to avoid damage during transportation as well as unpacking and should be suitable for re-packing as well as for return movement or for sale after the exhibition. Packing in cartons is not considered suitable for repeated handling especially for valuable or delicate equipment. For larger packages the focus and the cable attachment points must be clearly marked.

Any wood packaging must comply with the applicable ISPM 15 requirements and have to show on two opposite sides the IPPC mark. Pattern of the IPPC stamp as follows:



Sale of exhibits

The sale of your temporary exhibits is generally possible but requires prior coordination with us!

Mandatory is the agreement of the customs authorities. Possibly a paid storage in a customs warehouse (bonded storage area) is necessary until the approval of the sale by the respective offices, banks, governments and all in the sale / purchase involved parties is given. The costs therefore will be charged to your account.

Exhibits of Dangerous Nature - Batteries and Dense Electronical/Electrical Items

Exhibitors need to fill out and send to us a special form for dangerous goods (p.ex. batteries). Such forms will be provided upon request and the completed forms should reach us before shipment is dispatched.

As for airlines, shipment will be accepted only to a limited extent. Exhibitors shall be liable for the consequences of shipping such items without consulting Schenker prior to dispatch of cargo.

Transport insurance

It is the responsibility of each exhibitor to arrange a full Marine (Transport) Insurance covering transport to the exhibition, during the exhibition, and the return of the exhibits to domicile, including the period the exhibits are handled by us, and also ensure that Transport Insurance is arranged for exhibits sold locally. All work is undertaken by Schenker at owners' risk. The original insurance certificate should be available on site.

Schenker can apply for it on your behalf based on a written order. If requested, the appropriate documentation will be provided accordingly.

Payment

All invoices, raised for this exhibition, are due for immediate payment upon presentation. International exhibitors may make payment arrangements through our coordinating office in their home country. Payment may also be made by wire transfer or credit card. Details of our bank account – UPON REQUEST. All payments must be made without any deduction or deferment on account of any claim, counterclaim or setoff prior to show opening.

Handling conditions

All business of Schenker Munich - and their nominated Agents - is undertaken in accordance with the Standard Trading Conditions Copies available upon request. Furthermore, all work is undertaken at owners risk, the exhibitors are liable for damages and additional cost resulting from the incorrect declaration of the weights and measurements of the packages, as well description of content of cargo mentioned on invoice/packing list.

Our liability terminates with the delivery to the booth and begins with taking over of consignment from the booth, even if the exhibitor is not present at that times.

WE WISH YOU A SUCCESSFUL EVENT

YOUR **DB** SCHENKER*fairs* TEAM