



Date: March 19, 2018



All about Women's Health

The 26th World Congress on Controversies in Obstetrics,
Gynecology & Infertility (COGI)
London, UK - November 23 - 25, 2018

Shipping instructions and logistics tariffs for exhibition goods and display material

MERKUR is a full door-to-door service company and is the sole official on-site agent nominated to handle all in/out shipments to the **COGI Congress** taking place November 23-25 November 2018.

All cargo/shipments will be moved in/moved out from the venue only via the official nominated agent .

On-site Handling

Please note that you may use any transport company up to the venue door. However, no other company is permitted to deliver, operate or handle goods inside the venue

Contact Person

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Please note these important dates:

Airfreight –London Heathrow (LHR) - 5 working days prior to delivery to stand.

Road freight via Advanced UK warehouse - 3 working days prior to build up commencing.

Display material

Please do not mix display material with exhibition material? Please use the “DISPLAY” label.
Please place a sample of your display material on the package itself

IMPORTANT

Inserts will be accepted at the advance ware house only, No later than, November 19, 2018

Inserts that do not arrive by the deadline will not be included in the participants' bags .

Shipments that arrive without pre alert and payment confirmation will not be accepted

IMPORTANT!!! Please do not send any airfreight shipments unless you receive very specific instructions.



Local, customs cleared and courier shipments to the Advance storage

Delivery Address:

COGI 2018
C/O: GES
Unit 27, Exhibition Way
NEC, Birmingham
B40 1PA

Please do not send any courier shipments from outside the EU directly to the venue (as this will cause delays with UK custom clearance).

Please do not send any shipment directly to the venue, without a pre-advise with the full details of the shipment

Exhibitor Name / @ Address / stand # / Contact person / Mobile phone
Tracking company DHL FedEx UPS TNT / tracking # / Number of pieces / weight
Description of goods
Bag insert / Handout/ Documents/ Books / Give-away
Give-away / Stationary / Decoration / Other

Insurance

All goods must be fully insured with all risk coverage. Insurance can be provided upon request. We regret that we can take no responsibility for goods after delivery to the exhibitors stand regardless if the exhibitor is present or not.

Pre alert and payment terms

In order to ensure move in/out of your shipment/s, please complete the pre-alert and sign the attached material handling form/payment confirmation and return it to our attention.

Please note that your signature will be used as payment guarantee based on the general tariff

Please notify Hermes immediately about any requirements relating to invoices. All invoices must be settled by exhibitors/contractors and agents before the start of the congress. In the event that invoices are not paid, shipments will be held in storage until the invoices are paid in full.

Please note that all payments are in Euros (€).

Any services not outlined in the below tariff chart will be quoted on an individual basis.

Terms and conditions

All orders are accepted exclusively on the basis of the German forwarder's terms and conditions (ADSp)



TARIFF 2018 – UNITED KINGDOM

The below rates are based on the following 1 CBM=300 KG

Via advance warehouse for customs cleared items

Shipments arriving at the warehouse will be handled as follows:

- Min charge GBP 140.00
- Each CBM or part of (each CBM=300 KG) GBP 68.00
- Consignment Processing fee per shipment GBP 75.00

AIRFREIGHT / DIRECT SHIPMENT

Please ask for a rate offer.

Remarks

- ✓ Onsite charges are rounded up to the next 1.0 CBM.
- ✓ Unloading/reloading on upper/lower levels is subject to 50% surcharge.
- ✓ Work undertaken outside normal working time: Mon-Fri (08:00 –18:00)
- ✓ Overtime surcharge (18:00 – 22:00) – additional 50% on total move in/out charges.
- ✓ Overtime surcharge (22:00 – 08:00) – additional 75% on total move in/out charges.
- ✓ Saturday Sunday & Holidays – additional 100 % on total move in/out charges
- ✓ All above mentioned rates are subject to VAT for permanent shipments and EEC customers.

We wish you a successful event

MERKUR EXPO LOGISTICS