

Shipping Instruction & Order Form

We instruct BTG Events Europe AG to organize the transportation of the below-mentioned exhibition cargo to the fair site:

OUTBOUND by: truck air freight sea freight
RETURN by: truck air freight sea freight

incl. handling on fair site, customs clearance, delivery to booth, handling of empties and/or return transport after the exhibition ends

Quantity	Type of packaging	Description of goods	Gross weight (kg)	Length	Width	Height (cm)	m ³

Hazardous goods yes no **Batteries** yes no **Goods requiring an export license** yes no

Consignee / Exhibitor	Hall
	Stand-No.
	Contact Person
	Mobile phone
	Available on site from
Exhibition	
Location	

Terms of Delivery: free delivered booth Commercial invoice value: US\$ _____ € _____ Export declaration to be issued by BTG: <input type="checkbox"/> yes <input type="checkbox"/> no	Request for insurance <input type="checkbox"/> to be arranged by BTG Amount to be insured: Exhibition goods: € _____ Packaging case: € _____ <input type="checkbox"/> delivery to fair / during exhibition/ return delivery <input type="checkbox"/> War / Mine risk <input type="checkbox"/> not necessary own transport insurance <input type="checkbox"/> yes <input type="checkbox"/> no name of insurance company: _____	Attached Documents <input type="checkbox"/> Invoice/s / Packing List/s <input type="checkbox"/> Export Declaration <input type="checkbox"/> Export Licence <input type="checkbox"/> Carnet ATA + Power of attorney <input type="checkbox"/> Certificate of origin <input type="checkbox"/> _____
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Special instructions / Marks / Divergent collection address ... etc.

For safety reasons, the packaging and contents of a consignment can be examined (e.g. spot checks)
 The consignment contains no forbidden items as per enclosure (guideline for classification of forbidden items) of the VO (EG) Nr. 2320/2002 numbers iv) and v), as far as these have not been appropriately declared in accordance with ICAO Annex 18 or the valid ICAO/IATA-dangerous goods regulations.