

# Shipping Instructions & Handling Tariff

Dear Exhibitor/Contractor,

We kindly ask you to read these important shipping instructions carefully concerning freight logistics for the “ **Offshore Arabia Conference & Exhibition – Offshore Arabia 2018**” , in order to avoid any problems with the clearance, handling and transportation of your materials.

**Schenker LLC are the Sole appointed Official Freight Agents for Customs formalities and On-Site Handling for the (Offshore Arabia Conference & Exhibition – Offshore Arabia 2018) exhibition, being held from the (28 February – 1 March 2018) at (Dubai International Convention and Exhibition Centre).**

For Safety and Security purposes the official contractor is responsible for the movement and co-ordination of all exhibits and freight on the Exhibition site, Including the provisions of labour and handling equipment. No other contractor or company will be permitted to operate any heavy equipment or handle any goods or freight on site for this show. All goods movement will be managed and administered by Schenker LLC personal only.

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## Shipping Instructions

### Contact Details

Schenker LLC  
Al Masood Tower,  
Office 702, Airport Road, Tel: 009714 2956111  
P O Box 62532, Deira, Fax: 009714 2941045  
Dubai, United Arab Emirates.  
Ctc: Marvyn Mathias Email: [marvyn.mathias@dbschenker.com](mailto:marvyn.mathias@dbschenker.com)  
Ctc: Beth Madrid Email: [beth.madrid@dbschenker.com](mailto:beth.madrid@dbschenker.com)

### Documentation

The following documents are required for the temporary import clearance of goods Ex-Arrival Dubai.

#### Cargo arriving by Seafreight: -

- Commercial Invoice – 02 Originals and 03 Copies.
- Packing List – 02 Originals and 03 Copies.
- Certificate of Origin – 01 Original and 04 Copies.
- Bill of Lading – 01 Original and 03 Non-Negotiable Copies.
- HS Code Summary, if Multiple Hs code in the invoice – 01 Copy.

#### Cargo Arriving by Airfreight: -

- Commercial Invoice – 02 Originals and 03 Copies.
- Packing List – 02 Originals and 03 Copies.
- Airway Bill – 02 Originals and 02 Non-Negotiable Copies.
- HS Code Summary, if Multiple Hs code in the invoice – 01 Copy.

#### Cargo arriving by Landfreight: -

- Commercial Invoice – 03 Originals and 03 Copies.
- Packing List – 03 Originals and 03 Copies.
- Certificate of Origin – 01 Original and 04 Copies.
- Truck way Bill – 01 Original and 03 Non-Negotiable Copies.
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#### Cargo Arriving on ATA Carnet Document:

- ATA Carnet reference number should be mentioned in the AWB or BL and the shipping documents.
- ATA Carnet should show the UAE mentioned in the country list of the document.
- ATA Carnet cannot be mixed with permanent import cargo under one AWB or BL, This should be on separate AWB or BL.
- Itemized description of goods, engraved serial number, number of pieces, weight, country of origin, etc. should be mentioned on all documents.
- Original Commercial Invoice should be attached along with the ATA Carnet.
- Shipment will be customs inspected and should tally with the ATA Carnet and shipping documents. If found not tally, customs duty will be applicable on final basis.
- Full shipment must be re-exported after the exhibition in UAE.
- Return destination of the freight should be mentioned on the ATA Carnet
- The period for the re-exportation of goods imported under ATA Carnet

## Documentation

- shall not exceed 6 months from the date of temporary importation.
- j. Service Fee will be applicable at **USD 175.00 per consignment**.

### Bill of Lading / Airway Bills –

Must be consigned as per details mentioned below in the name of “Schenker LLC” only – Failing which we will not be able to process customs clearance. Separate House Airway bills (HAWB) or Forwarders Bill of Ladings (FBL) must be issued for individual Exhibitors per consignment stating the correct weights and measures.

### Certificate of Origin –

This Document must be sent in Original issued and attested by the Chamber of Commerce at origin only.

### Commercial Invoice/Packing List –

This Document must be duly Typed in English and only on the front side of the paper on An Original Company Letter Head with an Original Company Stamp embossed along with an Authorized Signature. Computer Print Outs of invoices or Agents Invoice formats are not acceptable.

The invoice must be itemized, clearly detailing each item in your consignment specifying the description of each item with its Individual Value and Weight.

### **We also require separate Invoices for Temporary and Permanent goods.**

Goods under Permanent Import such as giveaways, brochures, consumables, gift items, etc – must be mentioned separately on a Separate Invoice detailing all the information as mentioned above. The same should also be packed separately as a physically separate/individual package.

This is a must to ensure accurate calculation of Customs Duty during re-exportation.

The Commercial Invoice must clearly mention the Total Number of Packages, Total Gross Weight of the Consignment and the Total Value of the Goods. The packing details must tally the details mentioned on the Airway / Seaway / Truck way bill.

The same must also show the below declaration:

“We hereby guarantee that this is a true and correct invoice, and that the goods referred to are the origin, manufacture and production of (Country) ....”

As an addendum to your invoice you should declare all names and addresses of companies responsible for the manufacture of items within your consignment.

### HS Code Summary –

**Very Important:** The invoice must clearly mention the HS Codes related to the actual items being shipped. In case of multiple HS Codes you will also need to provide us with a Data Sheet clearly mentioning the individual weight and value per HS Code applicable for each consignment.

For Land Freight consignments, all the items being shipped must have serial numbers clearly embossed on each item/piece and the same must also reflect in the commercial invoice. If the serial numbers are not properly embossed or differ to the declaration customs may not accept these markings in which case customs duties will apply. *Importation basis Temporary import of goods arriving via Landfreight is totally up to the discretion of Border customs.*

Failing to provide us with Original Documents fulfilling the above requirements in detail will invite Customs Fines, Excess Duty Assessment and delays with Customs Clearance, hence making it difficult and at times not possible for customs clearance.

**Any Customs Fines and Excess Duty Assessments – caused due to incorrect/improper/missing documents will be billed to the respective Freight Agent/Client**

For All Shipments

The Original Shipping documents as specified above must be sent to Schenker LLC, in Dubai at least 8 days prior to the arrival of the vessel if sent by seafreight or attached to the Original Airway Bill if the goods are sent by airfreight.

A Full Pre-advice of dispatch should be sent to Schenker LLC in Dubai much in advance prior to the arrival of the freight providing all shipping details along with a copy of the shipping documents.

**Restricted Cargo**

UAE customs do not permit import of some commodities such as Alcohol or Pork and products containing alcohol or pork or any of its by products this is strictly restricted for import into the UAE.

Importation of products such as food items, liver plants/flowers, tiles/marbles, wireless/radio, telecommunication/defence equipment and radioactive materials of hazardous nature, Cosmetics, Class rated cargo, etc are very Restricted for import into UAE.

However these goods can be imported after obtaining prior approvals and special permissions from the necessary ministries.

In order for us to arrange for such import permissions, we suggest you send us complete details and information of such items at least 45 to 50 days in advance prior to the shipping. Import permissions are solely subject to approvals from the respective ministry and must be shipped only after receipt of these import permits. **Charges applicable to secure these permissions will be additional on the account of the exhibitor in addition to our processing fees of USD 125.00 per permission.**

Importation of exhibits such as weapons, ammunition, explosives or any other military equipment is strictly restricted for import into the UAE. If you intend to ship any such items, please contact Schenker LLC well in advance at least 4 months prior to the actual shipping of the goods. Note the Goods must not be shipped until you receive a confirmation or a go ahead from Schenker LLC.

## Consigning Instructions

**Consignee :** Schenker LLC  
**C/O Offshore Arabia 2018**  
 P. O. Box 62532,  
 Dubai, United Arab Emirates.  
 Tel: 009714 2956111.  
 Fax: 009714 2941045.

“ In Transit to Dubai to the (Offshore Arabia 2018) for re-export at the end of the exhibition”.

**Notify Party: Offshore Arabia 2018**  
 (Exhibitors Name)  
 (Hall and Stand No)  
 (Venue)

## Cargo Arrival Deadlines & POD

### Seafreight Consignments

Port of Discharge: **Jebel Ali Port Seaport Only.**  
 Shipments arriving either by FCL or LCL should arrive Dubai Port **10 working days** before the exhibition.

### Airfreight Consignments

Airport of Discharge: **Dubai Airport Only.**  
 Shipments should arrive Dubai Airport **8 working days** before the exhibition.

### Roadfreight Consignments

Airport of Discharge: **Silaa Border, Abu Dhabi Only.**  
 Trucks/Shipments should arrive at the UAE border at least **6 working days** before the exhibition.

We would suggest that you ship on direct service to Dubai to avoid delays in transshipment, etc.

Failure to comply with the arrival deadlines may result in non-delivery, late arrival and additional charges which Schenker LLC cannot be held responsible for. At the same time, any port storage and demurrage incurred as a result of this shall be additional for account of the freight agent/exhibitor.

Cargo arriving after the deadlines dates as mentioned above will be subject to a **30 % late arrival** surcharge on the basic tariff.

## Packing/Case Markings

All packages, shipped either by airfreight, seafreight, Road freight or courier service, must be properly marked for identification on arrival, as follows:

Name of Exhibitor : \_\_\_\_\_  
 Stand & Hall Number : \_\_\_\_\_  
  
 Name of the Show : \_\_\_\_\_  
 Date of the Show : \_\_\_\_\_

Dimensions : \_\_\_\_\_  
Case Number : \_\_\_\_\_ of \_\_\_\_\_  
Gross/Net Weight : \_\_\_\_\_

## Courier Shipments

Do not send courier shipments addressed to exhibition hall or hotel as it will probably not arrive on time if held by Customs and is beyond our control.

These items and all Courier shipments should be sent to the below address:

### Schenker LLC

Fairs & Exhibitions Dept.  
702, Al Masood Tower,  
Airport Road, P O Box 62532,  
Dubai, UAE.  
Tel# +971 42956111

To arrive with Schenker LLC at least **3-4 days before the** exhibition.

The Shipment should be moved along with a Commercial invoice to cover the despatch of these items. Copy of the Courier Waybill along with the Commercial Invoice must be sent to us in advance prior to the arrival of the goods in UAE.

## Customs Duty

The "Port & Custom Authorities" of Dubai levy a **5%** customs duty on goods, which are sold/consumed/destroyed and not re-exported at the end of the show, based on (C.I.F.) Cost, Insurance, Freight value of the goods as assessed by Dubai Customs.

All Customs Duty assessments are solely up to the discretion by UAE Customs. UAE customs can re-evaluate the value declared on the invoices and the duty is calculated and outlayed as assessed by the UAE customs.

Before the close of the show Schenker LLC representatives will be on-site during the show to help exhibitors with the re-export, disposal or giveaways.

In the event if the exhibitor would like to dispose/sell his goods during the exhibition, the permanent importation of these items can be process subject to approval from the Dubai Customs.

However Customs Duty will be applicable on these items.

All customs duty (Part or Full Duty) applicable towards shipments being sent to Dubai will be bill to the respective freight agent or client as assessed by Dubai Customs. An Outlay fee of 3 % of the customs duty will be charged additionally towards this service.

## Insurance

You are strongly recommended to check with your All Risk Insurer that you are fully covered for all the work we may undertake on your behalf and to advise them of our conditions.

As our Tariff is computed on the basis of volume and weight and has no correlation with the value of exhibits, it follows that the cost of insurance cover is not included in our charges. It is the responsibility of each exhibitor to arrange a Full Marine (Transport) Insurance covering transport of your goods from your domicile to the exhibition, and the return of the same back to your domicile at the end of the show, including the period your exhibits/goods are handled by us.

**Special Handling**

Please also ensure that the Marine (Transport) Insurance is arranged for the exhibits/goods sold locally during the exhibition.

Schenker LLC will not accept any liability towards any loss or damage of your exhibits/goods.

For any Box or Crate, which exceeds more than 2 tons a piece or with dimensions that exceed 2m x 2m x 1.5m where special handling is required, we will quote our handling charges on a case to case basis.

For manpower or equipment, which may be required to assist exhibitors, additional cost will be quoted on request.

**Terms of Payment**

Inward: Upon uplift of goods, prior to delivery to stand.

Outward: Upon presentation of invoice/prior to delivery to premises.

All payments must be made without any deduction or deferment on account of any claim, counterclaim or offset.

**Personal or foreign cheques are not acceptable.** Payment can be made by Bank Draft or Telegraphic Transfer to our account as follows:

**Terms of Payment**

**Payable to :**

Beneficiary Name: SCHENKER L.L.C.

Account No. (USD): 0101226026

IBAN: AE190211000000101226026

Swift Code: CITIAEAD

**BANK ADDRESS:**

CITI BANK, N.A

WAFI CITY, OUD METHA

P O BOX 749

DUBAI, UNITED ARAB EMIRATES

(Remitting bank charges are to be borne by the exhibitor)

## Exhibition Handling Tariff

### Seafreight

#### 1) Shipments Arriving By FCL – Full Container Load Service.

a) From arrival vessel Jebel Ali Port up to delivered Booth at the show site.

Inbound Handling Charges: USD 80.00 per CBM or 1000 Kgs whichever is higher.

Minimum for 20' Dry Container 20 CBM

Minimum for 40' Dry Container 40 CBM

Minimum for 40' High Cube Container 45 CBM

UAE Customs Inspection Fees	USD 70.00 per Exhibitor/Container/Consignment.
Terminal Handling	USD 215.00 for '20 USD 325.00 for '40'
Delivery Order	USD 110.00 per BL
Port Handling	USD 100.00 per FCL
Customs Outlay Fees	3% of outlaid Customs Duty Deposit amount. Minimum of USD 75.00 per consignment. *Applicable for all shipment/Non-refundable, excluding shipment on ATA Carnet
Customs Fine (No Original Docs)	USD 300.00 per document
ATA Carnet Intervention	USD 175.00 per consignment

The above includes: -

- Customs clearance and import documentation for temporary importation.
- Unloading and/or De-stuffing of the containers and delivery to Stand
- Positioning on Stand (First Time Spotting).
- Removal of Empty packing material and storage of the same during the exhibition.

b) From collected exhibition stand to F.O.B. Vessel Jebel Ali Seaport.

Outbound Handling Charges: USD 80.00 per CBM or 1000 Kgs whichever is higher.

Minimum for 20' Dry Container 20 CBM

Minimum for 40' Dry Container 40 CBM

Minimum for 40' High Cube Container 45 CBM

UAE Customs Inspection Fees	USD 70.00 per Exhibitor/Container/Consignment
Terminal handling	USD 295.00 for '20 USD 420.00 for '40'
Port Handling	USD 100.00 per FCL
Export Bill of Lading Fees	USD 110.00 per waybill.
ATA Carnet Intervention	USD 175.00 per consignment

The above includes: -

- Return of empty packing material to the stand on the last day of the show.
- UAE customs clearance and export documentation for Re-exportation or Permanent importation.



## Seafreight

- Collection of the goods from the stand and Loading and/or Stuffing of the containers.
- Transportation to Port.

c) Cranage for Grounding Containers On-Site (If Required).

20' /40' Empty Container : USD 225.00 per lift per container.

20' /40' Loaded Container : USD 325.00 per lift. Per container.

## 2) Shipments Arriving By LCL – Loose Container Load / Part Container Load Service.

a) From arrival vessel Jebel Ali up to delivered Booth at the show site.

Inbound Handling Charges: USD 80.00 per CBM or 1000 Kgs whichever is higher.

Minimum per Shipment : 4 CBM.

UAE Customs Inspection Fees	USD 70.00 per Exhibitor/Consignment/Waybill.
Port Handling & LCL Charges	USD 50.00 per CBM / Min: USD75.00
Co-Loader Handling & Warehouse	USD 80.00 per shipment.
B/L Exchange Charges	USD100.00 ( If applicable)
Delivery Order	USD 110.00 per BL
Customs Outlay Fees	3 % of outlaid Customs Duty Deposit amount Minimum of USD 75.00 per consignment. *Applicable for all shipment/Non-refundable, excluding shipment on ATA Carnet
Customs Fine (No Original Docs/C.O.)	USD 300.00 per document.
ATA Carnet Intervention	USD 175.00 per consignment

The above includes: -

- Customs clearance and import documentation for temporary importation.
- Delivery to Exhibition site.
- Unloading at the show site and delivery to Stand.
- Positioning on Stand (First Time Spotting).
- Removal of Empty packing material and storage of the same during the exhibition.

b) From collected exhibition stand to F.O.B. Vessel Jebel Ali Seaport.

Outbound Handling Charges: USD 80.00 per CBM or 1000 Kgs whichever is higher.

Minimum per Shipment : 4 CBM.

UAE Customs Inspection Fees	USD 70.00 per Exhibitor/Consignment/Waybill
Port Handling	USD 20.00 per CBM/ Min: USD 20.00
Export Bill of Lading Fees	USD 110.00 per waybill
ATA Carnet Intervention	USD 175.00 per consignment

The above includes: -

- Return of empty packing material to the stand on the last day of the show.
- Customs clearance and export documentation for Re-exportation or Permanent importation.
- Collection of the goods from the stand.
- Transportation to Dubai Port.

## Airfreight

### 1) Shipments Arriving by Airfreight.

#### a) From arrival Aircraft Dubai airport to delivered booth at the Show site.

Inbound Handling Charges : USD 0.80 per Kg

Minimum per Shipment : 250 Kgs.

– Weight / Volume ratio @ 1:6 or as per the chargeable weight declared on the Airway bill whichever is higher.

UAE Customs Inspection Fees	USD 70.00 per Exhibitor/Consignment/Waybill
Delivery Order	USD 85.00 per Hawb
Airport Handling	USD 0.15 per kg / Min: USD 30.00
Airport Storage	Actual
Customs Outlay Fees	3 % of outlaid Customs Duty Deposit amount Minimum of USD 75.00 per consignment *Applicable for all shipment/Non-refundable, excluding shipment on ATA Carnet
Customs Fine (No Original Docs)	USD 300.00 per document.
ATA Carnet Intervention	USD 175.00 per consignment

The above includes: -

- Customs clearance and import documentation for temporary importation.
- Delivery to Show site.
- Unloading at the show site and delivery to the stand.
- Positioning on Stand (First Time Spotting).
- Removal of Empty packing material and storage of the same during the exhibition.

#### b) From collected Exhibition stand to F.O.B. Aircraft Dubai airport.

Outbound Handling Charges : USD 0.80 per Kg

Minimum per Shipment : 250 Kgs.

– Weight / Volume ratio @ 1:6 or as per the chargeable weight declared on the Airway bill whichever is higher.

UAE Customs Inspection Fees	USD 70.00 per Exhibitor/Consignment/Waybill
Airport Handling Charges	USD 0.15 per kg/ Min: USD 30.00
Airport Storage	Actual
Export Airway Bill Fees	USD 85.00 per waybill
ATA Carnet Intervention	USD 175.00 per consignment

The above includes: -

- Return of empty packing material to the stand on the last day of the show.
- Customs clearance.
- Export documentation for Re-exportation or Permanent importation.
- Collection of the goods from the stand.
- Loading on Vehicle at the show site.
- Delivery to Dubai airport.

## Landfreight

### 1) Shipments Arriving by Landfreight.

- a) From customs cleared UAE Border (Silaa), arrival truck F.O.T venue to delivered booth at the Show site.

Inbound Handling Charges: USD 80.00 per CBM or 1000 Kgs whichever is higher.

Minimum per Loose Trailer Load	8 CBM.
Minimum for 40' Trailer	40 CBM

The above includes: -

- UAE border customs clearance and import documentation for temporary importation.
- Unloading at the show site and delivery to the stand.
- Positioning on Stand (First Time Spotting).
- Removal of Empty packing material and storage of the same during the exhibition.

Extras:

UAE Customs Inspection Fees:	USD 70.00 per Exhibitor/Container/Consignment.
Customs Outlay Fees	: 3 % of outlaid Customs Duty Deposit amount. Minimum of USD 75.00 per consignment.
HS Code Fees	: USD 10.00 per item (If Not specified)
Customs Fine (No Original Docs)	: USD 300.00 per document.
Customs Fine (No Certificate of Origin):	USD 300.00 per document.

- b) From collected Exhibition stand to loaded F.O.T. Truck at the Marshalling yard including Export customs clearance at the UAE Border (Silla).

Outbound Handling Charges : USD 80.00 per CBM or 1000 Kgs whichever is higher.

Minimum per Loose Trailer Load	8 CBM.
Minimum for 40' Trailer	40 CBM

The above includes: -

- Return of empty packing material to the stand on the last day of the show.
- UAE border customs clearance, Export customs documentation for Re-exportation or Permanent importation.
- Collection of the goods from the stand.
- Loading onto the Vehicle at the show site.

Extras:

UAE Customs Inspection Fees	: USD 70.00 per Exhibitor/Container/Consignment.
Export Truck waybill Fees	: USD 50.00 per waybill.

## Courier Shipments

### Shipments being sent by Courier Service.

Courier Handling Charges: Minimum USD 75.00 per Consignment (1<sup>st</sup> package) thereafter USD 15.00 per each additional package. Each package with a Maximum of 15 kgs in weight.

*(Shipments over 30 Kgs will be charged as per our Airfreight handling tariff).*

Any Customs Duty Charges applicable on any courier shipments will be charged additionally at actual as assessed by UAE Customs.

The above does not include any additional fees/charges that may be levied in securing the required permissions from necessary government / airport authorities required for the customs clearance of the consignment. Charges shown above are one way only (In or Out bound). Outbound rates will be the same in the reverse order.

## Storage, Forklift, Labour Charges

### Storage Charges:

- Early arrival shipments, storage charges will be applicable (regardless of the cargo arrival deadline mentioned in the shipping guidelines). The free time permitted for the shipments to Jebel Ali port is 5 days from the shipping line/consolidator and 10 days from the Port authority effective from the date of arrival. Estimated charges (vary from shipping line to shipping line) as per below.

- FCL Line Demurrage per day (at actual/depends on shipping line). Below rates is indicative only:

First 5 days - Free

Next 5 days - USD 18/20' USD 22/40'

Thereafter- USD 33/20' USD 44/40'

- FCL Port Storage per day (at actual- subject to change). Below rates is indicative only

First 10 days - Free

Next 5 days - USD 22/20' USD 44/40'

Thereafter- USD 42/20' USD 83/40'

- LCL Shipments arriving early, double handling charges will be applicable as per seafreight LCL handling tariff. We will transport it from port to our warehouse & then to exhibition site. Alternatively port storage charges will be applicable.

- LCL Port Storage per day (at actual- depends on co-loader). Below rates is indicative only

First 5 days - Free

Next 5 days - USD 6/cbm (Min of USD 50.00)

Thereafter- USD 10/cbm (Min of USD 85.00)

- Airfreight shipments arriving earlier than the mentioned deadline are subject to early arrivals storage at the airport for General Cargo only. Charges will be billed as actual and indicative rates as follow:

Air Import

First 48 Hrs - Free

Thereafter - USD 0.15 per kg /per day (Minimum of USD 10.00 per day)

Air Export  
First 24 Hrs - Free  
Thereafter - USD 0.15 per kg/per day (Minimum of USD 10.00 per day)

- Intermediate storage on Schenker warehouse will be as follow:  
Warehouse Handling In/Out – USD 16.00 per CBM (Min of 2 CBM) (one time charge)  
Storage Charges – USD 1.05/cbm/day (Minimum of 2 CBM / 1 Week)

Forklift & Labour Charges:

- Forklift Rental – USD 100.00 per hour (Minimum of 2 hours per job)  
\*\*\* Based on 3 Ton Forklift

- Hire of Labour – USD 25.00 per hour per person (Minimum of 2 hours per job)  
\*\*\* Unskilled labours

### Miscellaneous Remarks

All other rates quoted herein exclude: -

- Cargo & Transport Insurance.
- Airline/Port Storage or Demurrage, Detention, Exchange BL fees, FreeZone documentation, Hire of any equipment, overtime surcharge, Holiday surcharge or any other special handling, which if applicable will be charged additional.
- Abnormal/unforeseen charges, such as unloading of the container at port for customs inspection.
- Special Handling of oversized or heavy lift pieces (For any Box or Crate, which exceeds more than 2 tons a piece or with dimensions that exceed 2.5m x 2.5m x 1.5m where special handling is required, we will quote our handling charges on a case to case basis).
- \* Storage of Empty Cases is based on the Storage space availability near the exhibition site. If this is to be arranged at a distant area, then additional handling and Transportation Charges will apply.
- Stand Dressing, assembly of display panels or exhibits or machinery or decoration of any kind.
- Storage charges (before and after the event) or re-exports freight charges.
- Cargo subject to approval from any Government department or Ministry for importation licenses shall be additional and subject to approval. Charges towards which will be additional.
- 10 % outlay fee will be applicable to all freight collect shipments.
- Tariff is based on general cargo only, Non dangerous, prohibited or perishable goods.
- Refund of Customs Fine for no original documents is refundable upon presentation of original document within 20 days from the date of arrival. However a customs charge of USD 25.00 will be applicable per document.
- UAE Customs Duty, Taxes and Outlay fees are excluded.
- Brochures and Printed Materials are subject to approval from UAE Ministry of Information, Charges applicable towards securing such approval will be additional.
- Provision of Hire of Equipment – Fork Lift, Crane, Pallet Truck, etc..
- Provision of Packing materials and Supply of Labour for assistance on the Stand.
- For additional services not listed above, an individual quotation will be given upon receipt of your requirements

Rates quoted basis current Rates and Tariffs, subject to changes with/without prior notice.

## International Offices and Agents

Please see below a list of our international recommended agents. Please contact the local agent in your area for a door-to-stand freight forwarding service.

Please contact Schenker LLC, Fairs and Events if you do not see an agent listed for your area.

### **Australia**

Schenker Australia Pty Ltd, Tel: +61 2 93449657, [ben.wilson@dbschenker.com](mailto:ben.wilson@dbschenker.com)

### **Austria**

Schenker & Co AG, Ctc: Matthias Holek, Tel: +43 5 7686 211525, Fax: +43 5 7686 211529, [matthias.holek@dbschenker.com](mailto:matthias.holek@dbschenker.com)

### **Bahrain**

Almoayed Schenker WLL, Ctc: Mohammed Idris, Tel: +973 17222228, Fax: +973 17248888, [Mohamed.idris@dbschenker.com](mailto:Mohamed.idris@dbschenker.com)

### **Belgium**

Schenker, Ctc: Annegret Muller, Tel: +32 27163786, Fax: +32 3543 6444, [annegret.mueller@dbschenker.com](mailto:annegret.mueller@dbschenker.com)

### **Brazil**

Fiorde Fairs, Ctc: Paulo Marcello, Tel: +55 11 3218 8180, Fax: +55 11 3218 8199, [paulomarcello@firode.com.br](mailto:paulomarcello@firode.com.br)

### **Canada**

Schenker of Canada Ltd, Ctc: Shane Dowe, Tel: +1 905 6779067 ext.329522, Fax: +1 905 6772152, [shane.dowe@dbschenker.com](mailto:shane.dowe@dbschenker.com)

### **China, Hong Kong + Macau**

Schenker (HK) Ltd, Ctc: Raymond Ho, Tel: +852 2585 9688, Fax: +852 2824 0328, [raymond.ho@dbschenker.com](mailto:raymond.ho@dbschenker.com)

### **Cyprus**

GAP Vassilopoulos Limited, Ctc: Fairs and Exhibitions Dept, Tel: +357 22710361, Fax: +357 22514155, [afim@gapgroup.com](mailto:afim@gapgroup.com)

### **Czech Republic**

Schenker spol s.r.o., Fairs and Exhibitions Dept, Ctc: Petr Slaby, Tel: +420 266 706 258, Fax: +420 266 710 290, [petr.slaby@dbschenker.com](mailto:petr.slaby@dbschenker.com)

### **Denmark**

Schenker A/S, Fairs and Exhibitions Dept, Tel: +45 3686 9455/ +45 2075 5303, [fairs.denmark@dbschenker.com](mailto:fairs.denmark@dbschenker.com)

### **Egypt**

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### **Finland**

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