

COURIER SHIPPING INFORMATION

The following information is applicable to smaller shipments of low value and weighing no more than 100 kgs. Do not send skidded shipments. For larger, shipments please contact us for alternative consigning/delivery instructions and pricing.

“SHIP TO” ADDRESS & LABELLING

SHIP TO:

SCHENKER DEUTSCHLAND AG
Neue Landesmesse Stuttgart
Tor 1/ Gate 1
D-70629 Stuttgart Germany

[Click here for Formatted Shipping Labels](#)

PACKAGE MARKING:

SCHENKER DEUTSCHLAND AG
Neue Landesmesse Stuttgart
Tor 1/ Gate 1
D-70629 Stuttgart Germany
Event: **<Name of Event>**
Exhibitor: **<Name of Exhibitor>**
Stand Nr.: **<Hall # / Stand #>**
EIF Ref.: **<EIF Ref. #>**

BOOKING COURIER SHIPPING

Courier shipments must be sent “pre-paid” to the above address. In order to avoid additional charges, you must instruct your courier company to deliver to the above address on a door-to-door DDP basis (Deliver Duty Paid).

If you are shipping from outside the EU be sure to apply for an EORI number which the courier company require in order to arrange customs clearance. Please complete the [EORI application form](#) by following the [EORI instructions](#). Please note it can take 7 working days for applications to be processed and an EORI number issued. Please supply this number to the courier company and clearly show the number on the commercial invoice.

Please check with your courier in order that the shipment arrives in Stuttgart no later than **midday Friday, 16 May 2025**.

If they require **customs clearance**, they must arrive by **Monday 12 May** and be sure to regularly track your shipment(s) via your courier company’s online tracking system.

COMMERCIAL INVOICE / PACKING LIST - Please make use of our [Combined Commercial Invoice & Packing List](#). Once completed, please print and sign and forward a copy with your pre-advice (see below).

PRE-ADVICE OF SHIPMENT – VERY IMPORTANT - Notify TXEops@european-intl.com of the details of your shipment **prior to its arrival**. This must include a copy of the commercial invoice and this form, duly completed with all details. Include also, a copy of the Air Waybill – if applicable. **Delivery cannot be made without this order form completed in full.** Shipments arriving without prior notice will be subject to a 50% surcharge or even refused.

NEED HELP - We can provide a complete door-to-door shipping service - from your premises (or your supplier’s) through to your stand. For details, please contact: Steven Maddock, tel. +44 1732 860 330 / Steven.maddock@european-intl.com

SHIPPING DATES AND PAYMENT & TERMS

All shipments must be sent pre-paid on a DDP basis only. The following charges for handling from our warehouse to the show site will apply.

First 50 kgs	€95.00 per shipment per air waybill
Thereafter	Plus €0.35 per kg/ kgs. vol* or part
Service Fee	€80.00 per shipment/ per air waybill
Liability Insurance	€6.00 per shipment

NB. The above rates apply to pre-advised shipments, delivered duty paid. If your chosen carrier or courier fails to customs clear your shipment and we’re asked to intervene, charges per the [full exhibition tariff](#) will apply.

Above rates not applicable to outbound shipments by courier, charges per the [full exhibition tariff](#) will apply.

* Note courier freight charges based on 1 cubic metre = 333 kilos. Rate includes overtime on-site handling charges and 5 days free storage at our facility.

PAYMENT

All handling and customs clearance fees must be paid prior to delivery. Please complete the order form [here](#).