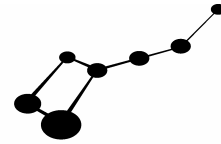


FAIREXX

LOGISTICS
FOR EXHIBITIONS

EUROECHO 9
7 - 10 December 2005
Florence / Italy

SHIPPING MANUAL



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Basic Conditions of Contract

All work undertaken is subject to the German Forwarders terms and conditions ADSp, newest edition and the SLVS - liability policy, in conjunction with the conditions and rates for trade fair transportation.

All special transport and crane services are based upon the "Basic conditions of contract for special transport and crane services - BSK" latest edition.

The liability of FAIREXX Logistics for Exhibitions GmbH as Fairs & Exhibitions Forwarder, ceases with deposit and begins with collection of the freight at the exhibition stand, even during the exhibitors absence, irrespective of the submission of waybills at the exhibition forwarding agent's office. Place of jurisdiction AG Gelsenkirchen- Buer for both sides.

Our invoices will be due immediately after issuance without any further notice according to ADSp. Customers not known to us or with whom we have not agreed any terms of payment, will be asked to pay our expenses before the event starts or on-site during the event or before return shipping of their exhibits.

1. Consigning of shipments & Deadline dates

- **Aircargo:**

Airfreight shipments should be sent to Airport Florence FLR no later than 30th of November, with the Master Airway bill consigned to:

FAIREXX – Logistics for Exhibitions
EUROECHO - 2005
“Name of the exhibitor”
“Hall & Stand N°.”
c/o Kühne & Nagel SpA
Via S.Piero a Quaracchi 256
50145 Florence
Italy

1 of_, 2of_, etc

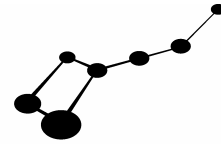
- **Roadcargo:**

Roadfreight shipments (no full trailer loads) should arrive at following address no later than 30th of November :

FAIREXX – Logistics for Exhibitions
EUROECHO - 2005
“Name of the exhibitor”
“Hall & Stand N°.”
c/o Kühne & Nagel SpA
Via S.Piero a Quaracchi 256
50145 Florence
Italy

1 of_, 2of_, etc

Please don't forget to notify: “Name of Exhibitor” “ Hall & Stand N°.”



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Full Trailer loads during official built up time should report directly to:

FAIREXX – Logistics for Exhibitions
ctc : Sandra Günther +49-173 - 60 92 583
c/o Firenze Fiera S.p.A.
Fortezza da Basso
Piazza Adua 1
50123 Florence
Italy

Notify : “EuroEcho 2005 – Hall & Stand N° ”

2.Documentation required for Customs Clearance

For exhibitis intended for temporary use only we strongly recommend the use of a CARNET ATA document.

For shipments outside of the EC, we require 5 copies of Commercial Invoice / packing List in English, showing weights, sizes and values together with a copy of airway bill for airfreight shipments, Bill of Lading for Seafreight and truck no., estimated arrival date, etc. for road shipments.

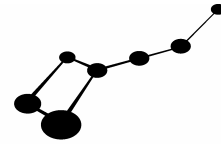
All invoices must show country of origin and specify Temporary or Permanent importation. Please issue separate invoices for temporary/or permanent importation. A specimen Invoice is included in these instructions.

Please fax us a full pre-advice at least one day before arrival to:

FAIREXX - Logistics for Exhibitions

Fax : +49 - 30 - 44 03 47 79 , attn. Sandra Günther

All exhibits / material entered under temporary importation are subject to control and examination by German customs for Inward and Outward movements. Any Exhibit remaining in Germany or the EU after closure of the Exhibition are subject to Duties and / or Taxes. Payments must be



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guaranteed prior to removal of goods from the Exhibition venue.

3. Insurance

We strongly recommend that all exhibitors arrange Insurance cover to include Transit to and from the exhibition, whilst on display and in storage. Please contact us for further information and rates.

4. Case Markings

All packages should be clearly marked:

**c/o "Name of Exhibitor"
EUROECHO9 - 2005
Hall and Stand N°.
c/o Kühne & Nagel SpA
Via S.Piero a Quaracchi 256
50145 Florence
Italy**

5. Courier shipments

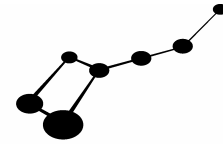
We strongly recommend Exhibitors not to send Courier shipments direct to your stand unless you have a member of your staff present to receive them.

If you do send goods by courier we suggest that you send them to our address mentioned under Roadcargo in Section 1.

For shipments sent directly to the stand no liability is accepted.

6. Late arrival surcharge

Any shipments arriving after our deadlines that require Customs clearance will be subject to a late arrival



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surcharge of 25 % on our tariff.

7. Payment

Please note following methods of payment accepted:

- Bank Transfer: please provide a copy of the Transfer statement
- Credit Card: please inform us of your card details in advance (not for customs expenditures unless with an additional 5 % service fee!)
- Cash, all major currencies accepted