

HEART FAILURE 2008

- Milan / Italy -

14 - 17 June 2008

SHIPPING MANUAL



Consigning of shipments & Deadline dates



Your shipments should arrive at MILAN-airport (MIL)

not later than 04-June-2008

Consignee Adress:

OMNIALOGISTIC SPA c/o FAIREXX GMBH

PORTA GATTAMELATA - PORTA 1

VIA GATTAMELATA

20149 FIERA MILANO CITY / ITALY

Notify: HEART FAILURE 2008 / Exhibitors Name Hall / Stand Number

Please send your shipments prepaid, on own Masterairwaybill, consigned to above mentioned adress.

3 original Invoices should be attached to the Airwaybill.

<u>Pre-advices</u> please send to us at least one day before DEPARTURE

by Telefax: +49 (0) 30 44 03 47 79

• Copy of Airwaybill / Flight details

Copy of invoice / packing list



Groupage shipments

should arrive at our warehouse not later than 06-June-2008

warehouse adress: OMNIALOGISTIC SPA

c/o FAIREXX GMBH

PORTA GATTAMELATA - PORTA 1

VIA GATTAMELATA

20149 FIERA MILANO CITY / ITALY Notify: HEART FAILURE 2008 / Exhibitors Name / Hall / Stand Number

Full Trailer Loads

should arrive directly at Fiera Milano City Fairground, in accordance with the official Build-Up Dates and Times.

<u>fairground Adress:</u>
FAIREXX GMBH

c/o MILANO CONVENTION CENTRE

VIA GATTAMELATA

20149 FIERA MILANO CITY / ITALY Notify: HEART FAILURE 2008 /

Exhibitors Name Hall / Stand Number

> on-site contact: Stefan Grunwaldt / +49-173-2129410

<u>Pre-advices</u> for your Roadcargo Shipments please send to us in advance by Telefax: +49 (0) 30 44 03 47 79

Trucking details (Truck no., haulier, ETA)

Copy of invoice / packing list

Roadfreight





All your Packages should be clearly marked as follows:

- Name of Exhibitor
- ➤ HEART FAILURE 2008
- > Hall and Stand number
- FAIREXX c/o MILANO CONVENTION CENTRE VIA GATTAMELATA 20149 FIERA MILANO CITY / ITALY

1 of / 2 of ... / 3 of ... etc.

We kindly ask you to use save and strong packing material which is strong enough to be re-used after the show.



Documentation required for Customs Clearance

For shipments outside of the EC, we require the following Documents for the customs clearance:

- > 3 Originals of Proforma Invoice / packing List in English, showing weights / sizes and values / Exact description
- > seperate Invoices for Temporary Importation (Exhibits) and and Permanent Importation (consumables, advertisings
- if necessary: Certificat of Origin (Form A / EUR.1)
- if necessary: Special certificates (health / veterinary)

All exhibits / material entered under temporary importation are subject to control and examination by Finland customs for Inward and Outward movements.

Any Exhibit remaining in Finland or the EU after closure of the Exhibition are subject to Duties and / or Taxes. Payments must be guaranteed prior to removal of goods from the Exhibition venue.

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

++49 - 30 44 03 47 79 , Fax:

attn: Stefan Grunwaldt

e-mail: Stefan.Grunwaldt@fairexx.com



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 warehouse-adress mentioned under Roadfreight.

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







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.

Late arrival surcharges

Any shipments arriving after our deadlines that require Customs clearance will be subject to a late arrival surcharge of 25% on our official handling tariff.



Payment

Please note following methods of payment accepted:

➤ Bank Transfer: pls provide a copy of the Transfer Statement

Credit Card : pls inform us of your card detaills in advance

(not for customs expenditures unless with an

additional 5 % service fee!)

: all major currencies accepted Cash



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.





Please Contact our Office:

FAIREXX GmbH Marienstrasse 28 12207 Berlin Germany

FAX ++49 (0)30 44 03 47 79

TEL ++49 (0)30 44 03 47 13

Stefan Grunwaldt (Stefan.Grunwaldt@Fairexx.com)