



**DSV Fairs & Events**  
 NEC, Birmingham, B40 1PJ  
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**EXHIBITION HANDLING & FREIGHT ORDER FORM**

EXHIBITOR NAME <input style="width: 90%; height: 20px;" type="text"/>  HALL & STAND NUMBER <input style="width: 90%; height: 20px;" type="text"/>	DATE & TIME GOODS ARRIVING TO STAND <input style="width: 90%; height: 20px;" type="text"/>  DATE & TIME GOODS COLLECTED FROM STAND <input style="width: 90%; height: 20px;" type="text"/>
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Number and Type of Packaging	Description of goods	Gross weight (kg)	Dimensions (cm)		
			L	W	H

We require the following services: (tick as required)		We require a no obligation quotation:	
<input type="checkbox"/>	Transport from your premises to site	<input type="checkbox"/>	Transportation
<input type="checkbox"/>	Return transport from site to your premises <i>(kerbside service)</i>	<input type="checkbox"/>	Transit insurance (please provide details)
<input type="checkbox"/>	Unloading from vehicle direct to stand **		£ 15.00 per CBM (min. £60.00)
<input type="checkbox"/>	Reloading direct from stand to vehicle **		£ 15.00 per CBM (min. £60.00)
<input type="checkbox"/>	Pre Show Warehouse handling & Transfer to Site		£25.00 per CBM (min. £100.00)
<input type="checkbox"/>	Post Show Warehouse handling & Transfer to Site		£25.00 per CBM (min. £100.00)
<input type="checkbox"/>	Empty case storage – during show days		£ 30.00 per CBM (min. £ 90.00)

ORDER DEADLINE – Friday 24<sup>th</sup> April. Orders received after this date will be subject to a 25% Late Surcharge Agency Fee - £35.00 (Applicable to all orders)  
 \*\* Subject to 50% overtime surcharge outside of normal working hours which are:  
 Monday-Friday, 0800-1800hrs

Company name		Email Address	
Address (invoice)		Card Payment* <i>Please provide contact name / details to obtain card payment information</i>	
VAT Number		Name (please print)	
Company Registration Number		Signed	
Telephone Number		Fax Number	

**PLEASE SIGN TO CONFIRM ORDER AND PROVIDE PAYMENT DETAILS ABOVE**  
 If no credit terms are in place then all payments must be received prior to delivery to stand  
 All prices are exclusive of VAT  
 IMPORTANT: All business is undertaken subject to the current editions of our standard trading conditions, which are UKWA (warehousing) and BIFA (all other business). Copies available upon request