



26 - 29 April • Brussels

## LABELEXPO EUROPE 2022

www.labelexpo-europe.com



### CONSIGNING INSTRUCTIONS

#### **SEAFREIGHT**

Deadline for arrival Antwerp 11<sup>th</sup> April 2022

Cargo should be shipped to Antwerp port, freight pre-paid consigned to:-

LABELEXPO EUROPE 2022  
c/o Herfurth Logistics - BRUcargo Brussels Airport,  
Bedrijvenzone Machelen Cargo 727, B-1830 Machelen

**Notify party: -** HERFURTH LOGISTICS  
Nick De Clerck  
Tel: 32 2 752 89 18  
E-mail: labelexpo@sdsbo.com

**Pre-alert to: -** a) Herfurth Logistics  
b) I.L.S.- David Bourne  
Fax: +44 (0) 24 7633 6795  
E-mail: djb@i-l-s.co.uk / kelly@i-l-s.co.uk

**Documentation: -** 1 x original and 3 copy ocean bills of lading  
4 x pro-forma invoices/packing lists addressed to:-  
Alternatively, please send as telex release.  
  
Your Company ...  
Stand No...  
LABELEXPO EUROPE 2022  
c/o Herfurth Logistics - BRUcargo Brussels Airport,  
Bedrijvenzone Machelen Cargo 727, B-1830 Machelen

#### **Invoices should show: -**

- full description of the cargo
- value (and currency)
- Customs Tariff heading (B.T.T.N)
- A declaration that "these goods are of..... ..... origin for temporary importation for exhibition at LABELEXPO EUROPE 2022."
- You may wish to consider the use of ATA carnets for Belgian customs purposes. This will speed clearance and may prove economical for exhibitors.

ALL DOCUMENTS SHOULD BE SENT BY COURIER TO HERFURTH LOGISTICS, BELGIUM TO ARRIVE 2 WORKING DAYS BEFORE THE SHIPS ARRIVAL.

*Note: We suggest that freight be pre-paid to arrival Antwerp and delivery to the show arranged by Herfurth Logistics. If exhibitors arrange a door/door service with their shipping line it is their responsibility to ensure delivery at the correct time.*



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## **CONSIGNING INSTRUCTIONS - Continued**

### **AIRFREIGHT**

Deadline for arrival BRUSSELS (BRU) no later than 15<sup>th</sup> April 2022

Cargo should be flown to Brussels airport freight pre-paid consigned to: -

LABELEXPO EUROPE 2022  
C/o HERFURTH LOGISTICS  
as above

**Notify: -** as above

**Pre-alert: -** as above  
(include awb /hawb, flight details, number and weight)

**Documents: -** 4 x pro forma invoice/ packing lists - as above  
TO BE ATTACHED TO THE AWB

### **ROADFREIGHT**

Direct delivery to exhibition centre from 21<sup>st</sup> April 2022, delivery dates to be confirmed with ILS as delivery schedule will apply.

Goods **NOT** requiring Customs Clearance at LABELEXPO should be clearly addressed to the exhibitor: -

**Exhibitor...**(Company name)  
**Stand No...**  
**Hall No...**  
LABELEXPO EUROPE 2022  
Parc des Exposition de Bruxelles  
Place de Belgique, B-1020 Brussels, Belgium

**Notify: -** I.L.S.- International Lifting & Shipping at **HALL 7**

**Pre-alert to: -** I.L.S.- International Lifting & Shipping  
David Bourne  
Fax : +44 (0) 24 7633 6795  
Email : djb@i-l-s.co.uk / kelly@i-l-s.co.uk

**Documents: -** Copy invoice/packing list showing weights and dimensions  
CMR Notes.

### **ROADFREIGHT**

Early arrival **before** 21<sup>st</sup> April 2022 and **REQUIRING CUSTOMS CLEARANCE** should report to: -

Herfurth Logistics - BRUcargo Brussels Airport,  
Bedrijvenzone Machelen Cargo 727, B-1830 Machelen

CARGO WILL NOT BE OFFLOADED AT BRUCARGO BUT DIRECTED TO THE EXHIBITION FOR DISCHARGE FROM 21<sup>st</sup> April 2022.