

Seatrade Cruise Med

SHIPPING INSTRUCTIONS



OFFICIAL FREIGHT FORWARDER



BOOK NOW

INTRODUCTION

EFI Logistics are appointed as Official Freight Forwarder and On-Site Handling Contractor for Seatrade Cruise Med 2024. We can offer a complete door to stand service from anywhere in the world.

Our **advanced receiving service** offers a consolidated service with a generous receiving window, avoiding additional journeys, long delays at show site and cuts carbon emissions. Fewer vehicles on-site means less trucks on the road and less CO2 at the venue.

We recommend you take advantage of this service, and we look forward to offering our support.

EFI Logistics are the ONLY Company permitted to operate mechanical equipment at this event. Contact us early so we can offer advice and help you plan.

Please ensure you read these instructions and pass to your stand contractor if you have one.

CONTENTS

- [Main Service Contacts](#)
- [Arrival Deadlines, Order Form, Heavy Lift and Breakdown](#)
- [Advance Receiving and Direct Deliveries](#)
- [International Shipments and Customs](#)
- [Invoice /Packing List Sample](#)
- [Additional Information](#)



Service Contacts

Ashley Head
Operations Team

Ashley.head@efilogistics.com
ops@efilogistics.com

- Customer Service Director
- General Enquiries/ quote requests

EFI LOGISTICS

Tel: + 44 1444 871314

Email: ops@efilogistics.com

web: www.efilogistics.com



**Please take the time to read these instructions carefully. If you have questions, please ask.
Our team is here to assist with your planning and welcome your call or e-mail at any time.**

We can offer rates on all services and discuss the best option for your needs.

We look forward to working with you in Malaga to create a successful event.

All work is undertaken by EFI Logistics in accordance with our standard Trading Conditions (BIFA 2021).

A copy of is available upon request or can be downloaded at www.efilogistics.com

Published by EFI Logistics.

ARRIVAL DEADLINES

All shipments for Seatrade Cruise Med 2024 should arrive at the MADRID Airport or directly into our advanced receiving warehouse in Madrid, **no later** than the dates shown below:

ROAD freight to our MADRID warehouse

EU Goods (no customs needed)

Goods under customs (outside EU)

Monday 2nd September 2024

Friday 30th August 2024

AIR freight shipments to MADRID Airport

EU Goods (no customs needed)

Goods under customs (outside EU)

Monday 2nd September 2024

Friday 30th August 2024

To Site (pre-booking only – pass required)

According to move-in schedule

*Please contact us if you are having trouble meeting our published deadlines.

We will make all efforts to expediate the on-time delivery, but no guarantee can be given.

To cover additional out of hours charges, special transport etc. a late arrival surcharge of 50% will be applied to these shipments.

ORDER SERVICES

We strongly advise booking services in advance.

There are additional charges (see tariff) for late or on-site orders.

Please order services in advance of the deadline **Monday 26th August**.

If you do not have full details of your shipment, don't worry, send your booking through and we can update these details closer to the event!

[Click here to book services](#)

HEAVY & OVERSIZED EXHIBITS

If you have a single exhibit/ piece exceeding any of the following sizes or weight, please advise EFI as soon as possible to ensure access to your area/ timely move-in and that the correct material handling equipment is available.

Gross weight: 1000 kilos

Dims: 250cms (L) x 180cms (W) x 180cms (H)

Exhibits exceeding above weight and dimensions **MUST** be delivered to site during heavy lift schedule. Please contact EFI to arrange in advance.

EXHIBITION TIMETABLE

Build Up: 08 – 10 September 2024

Event Days: 11 – 12 September 2024

Dismantle: 12 – 13 September 2024

ADVANCED RECEIVING WAREHOUSE

Send **all individual shipments** to the advanced warehouse. This includes courier shipments, any less than full truckload shipments, cases, flight cases or pallets.

EFI can arrange collection, or you may deliver to the Advance Receiving Warehouse by your own carrier/ forwarder.

If you ship to the warehouse, you do not need a vehicle pass. We will receive, check and transfer your shipment to your stand at the show before you arrive. After the show, you pack and label your shipment and leave it on the stand. We do the rest.

You can also book return transport with us at the show, via e-mail or at our service desk on the show floor.

DELIVERY ADDRESS – WAREHOUSE (Madrid)

SEATRADE CRUISE MED 2024 c/o EFI/ RESA Expo Logistics
Exhibitor Name: _____ Stand Number: _____
EYGER CARGO. C/ Eduardo Torroja 22 - Nave 10
28823 Coslada MADRID

EORI: ES-B63523740 GPS (EYGER): 40.435589, -3.536489

Your delivery must be booked in with EFI before you ship to Madrid. EFI will supply you with a shipping label by e-mail. This must be used.

Send your Freight Order Form to ops@efilogistics.com

DELIVERY DIRECT TO SHOW SITE

Full truck loads must be delivered directly to the venue in accordance with the official build-up schedule. Do not deliver in advance of your time slot, your shipment will be refused.

You MUST book in your truck with EFI Logistics in advance.

A vehicle booking/ pass system is in place. All passes must be shown to access the unloading area at the venue. Passes are issued according to the move-in schedule. You can request a slot time on your booking form.

There is a fee for the booking system to cover traffic management costs. This must be paid at time of booking before the pass can be issued. Contact ops@efilogistics.com for your booking form.

All on-site handling must be booked by the deadline **Monday 26th August 2024**
Late order charges apply to all orders received after this date

DELIVERY ADDRESS – DIRECT TO VENUE (vehicle pass needed)

SEATRADE CRUISE MED 2024 C/O EFI/ RESA Expo Logistics
Exhibitor Name: _____ Stand Number: _____
Av. de José Ortega y Gasset, 201
FYCMA Malaga 29006 Málaga

GPS (FYCMA): 36.706372, -4.460386

Other details to note for direct deliveries /collections.

- The use of electrical pallet trucks, Moffett's and Hiab trucks are strictly **NOT ALLOWED**
- **BREAK-DOWN** - any goods unclaimed by will be removed from show site and shipped back to origin /destination by EFI at the exhibitors' expense.

INTERNATIONAL SHIPMENTS

We offer a complete door to stand service through our experienced Service Partner Network. You can book this service using our order form. [Click here to make a booking.](#)

We strongly recommend that you book your shipment in the EFI system. This will save time, expense, and provide you with a quality service. We are also on site to assist you.

If you prefer to use your own carrier/ forwarder, all international shipments must be consigned as follows:

Consignee Instructions:

SEATRADE CRUISE MED 2024

c/o EFI/ RESA Expo Logistics

Exhibitor Name: _____ Stand Number: _____

C/ Eduardo Torroja 22 - Nave 10 28823 Coslada
MADRID

EORI: ES-B63523740

Do not send 'Freight Collect', additional charges will be incurred.

*Full pre-alert incl. copy documentation must be sent to ops@efilogistics.com in advance

CUSTOMS

EFI operate a Temporary Import Bond (TIB) for this event, allowing the temporary admission of exhibit materials without payment of duty and VAT. To ensure that this bond is protected all shipments entered under bond will be exported by EFI.

We do not hand over shipments under our bond to a third-party forwarder. If your shipment requires urgent export after the event, please advise us before the show so we can plan in good time.

We require a combined commercial invoice and packing list for customs clearance of international shipments.

Please see next page for details and sample form.
[Download an electronic Customs Invoice form here](#)

COURIER SHIPMENTS UNDER CUSTOMS

EFI/ Resa do not allow couriers to clear temporary goods in our name.

If you ship via courier and they are unable to clear customs, EFI/ Resa will take over the shipment and treat it like an airfreight shipment. This includes invoicing all related costs from airport/ courier premises to stand.

You can send Courier shipments DDP to our warehouse in Madrid.

If you wish to send courier shipments direct to the venue, make sure the courier company can clear customs and that you will be on site to receive the shipment at your stand.

EMPTY CASE STORAGE

EFI will remove all empty packing materials from the halls prior to final cleaning. Please ensure your cases are labeled with EFI empty case labels, available from our team on site. All items stored with EFI will be returned to stands after close of show and once the halls are cleared of visitors. We offer two services 'priority' and 'standard' service. Priority cases will be returned first, standard service starts once the priority service is completed. Please ensure you label your material; accordingly, we are unable to upgrade standard service to priority once the cases are in store.

Empty packing materials cannot be stowed on or around the exhibitor's stands. Packing material found in these restricted areas will either be destroyed or removed and stored by EFI at the cost of the exhibitor. Storage of empty packing on the show floor is strictly forbidden by the safety officer/ fire marshal.

***Any untagged empty cases will be removed and stored at the priority rate.**

For those exhibitors requiring re-packing of exhibits at the close of the show, this will be started once all exhibitors are in receipt of their empty packing material after close of show.

HAZARDOUS /RESTRICTED GOODS

The shipper must notify EFI of any hazardous goods/ supply declaration forms or copies of export /import license documents if applicable. We cannot complete these forms on your behalf.

Failure to declare such goods may result in penalties or claims, which will be for the account of the shipper. Hazardous or restricted goods must be packed according to IATA /carrier regulations. Please note that lithium batteries are restricted on aircraft, these restrictions currently vary per airline.

COURIER SHIPMENTS

Send all courier shipments DDP to the Madrid warehouse.
See ADVANCED RECEIVING WAREHOUSE for details.

If you send your shipment direct to the venue, you must have someone at your stand to receive the shipment. Any shipment handed over to EFI at the venue will be treated as an un-booked shipment and charges will apply.

INSURANCE

We recommend that you have your goods fully insured against loss or damage for transit and the duration of the show. EFI is only covered for your goods under our BIFA 2021 Terms and Conditions which is limited and may not provide the full cover you expect. We therefore recommend that you insure your goods fully or extend any cover you may currently have to include transit and duration of the event.

PAYMENT TERMS

All invoices are payable on receipt. If you do not have an account with EFI we request credit card details to guarantee payment. We will not charge the card unless you ask us to do so. On receipt of your invoice from EFI you can either pay via bank transfer or request payment to be taken from your card.

All services must be ordered in advance using the Freight Order Form by the deadline Monday 20th May, orders received late or on-site carry a 50% late booking surcharge.

TERMS AND CONDITIONS

EFI Logistics does not accept responsibility for

- Exhibits prohibited by the organizer or Spanish Customs
- Goods left unattended in the exhibit hall
- Any tax/duty for sold exhibits

All business of whatsoever nature shall solely be conducted in accordance with BIFA 2021 standard trading conditions. These conditions have clauses that may limit or exclude our liability.