



Please return the completed order form to the below emails:

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14-15 October 2020 • ExCeL London

EXHIBITION HANDLING & FREIGHT ORDER FORM

Stand Name		Stand / Hall No	
Date goods required on stand		Time on stand	
Date required for collection / reload		Time for collection / reload	
Invoice Party / Company Name			
Invoice Address			Postcode
Company registration Number		Telephone	
VAT number, EU companies Only		Fax	
Email Address			
Card Number			
Card Type, AMEX not accepted:	<input type="checkbox"/> Credit Card <input type="checkbox"/> Debit Card	Expiry Date	Security Number:
Print Name		Sign Name	

Please indicate which of the below services you require (Please tick as required)

On-Site Services :	Transport services – Quotation upon request :
<input type="checkbox"/> Unload / Deliver to stand £15.00 per 1m3, min £45.00* <input type="checkbox"/> Empty case storage £33.00 per 1m3, min £66.00 <input type="checkbox"/> Reload / Collect from stand £15.00 per 1m3, min £45.00* <input type="checkbox"/> Pre / Post show warehouse handling plus transfer to / from stand. £40.00 per 1m3, min £120.00 each way (Goods must be packed onto pallets) * 50% overtime surcharge applicable for work carried outside of normal working hours which are Monday to Friday 0800 – 1700hrs	<input type="checkbox"/> Collection from exhibitor premises to arrival site. <i>Please confirm collection address if different to above.</i> Do you have a fork lift or loading facilities at your premises: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Receipt at Agility warehouse and transfer to site <input type="checkbox"/> Return shipping to Agility warehouse <input type="checkbox"/> Return shipping to exhibitor premises ** For courier shipments, please ensure you contact us before shipping the goods so we can provide you with correct consignee information.

Quantity	Description of goods	L X W X H (cms)	Weight
		x x	
		x x	
		x x	
		x x	

All prices are exclusive of VAT. Please note, we do not accept American Express.

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.