



11-14 September • Brussels
**LABELEXPO
EUROPE 2023**
www.labelexpo-europe.com

CONSIGNING INSTRUCTIONS

SEAFREIGHT

Deadline for arrival Antwerp 28th August 2023

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

LABELEXPO 2023
c/o Herfurth Logistics Nv- BRUcargo Brussels Airport,
Vliegveld 745, B-1820 Melsbroek

Notify party:- HERFURTH LOGISTICS
Nick De Clerck
Tel: 32 2 752 89 05 E-mail: labelexpo@sdsbo.com

Pre-alert to:- a) Herfurth Logistics
E-mail: labelexpo@sdsbo.com
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:-
Your Company ...
Stand No ...
LABELEXPO EUROPE 2023
c/o Herfurth Logistics - BRUcargo Brussels Airport,
Vliegveld 745, B-1820 Melsbroek

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 2023."
- 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 04th September 2023

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

LABELEXPO 2023
c/o Herfurth Logistics Nv- BRUcargo Brussels Airport,
Vliegveld 745, B-1820 Melsbroek

Notify:-

HERFURTH LOGISTICS
Nick De Clerck
Tel: 32 2 752 89 05 E-mail: labelexpo@sdsbo.com

Pre-alert:-

- a) Herfurth Logistics
E-mail: labelexpo@sdsbo.com
- 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
(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 Early arrival

Early arrival **before** 06th September 2023 should report to:-

Herfurth Logistics - BRUcargo Brussels Airport,
Vliegveld 745, B-1820 Melsbroek

Cargo needs to be marked on each piece with

Exhibitor...(Company name)
Stand No...
Hall No...

CARGO WILL BE OFFLOADED AND STORED IN THE WAREHOUSE. THIS WILL
AVOID YOUR TRUCK THE WAITING TIME AT THE EXHIBITION CENTER.



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**ROADFREIGHT
NOT REQUIRING CUSTOMS CLEARANCE**

Direct delivery to exhibition centre from 06th September 2023, 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 2023
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
E-mail: djb@i-l-s.co.uk / kelly@i-l-s.co.uk

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

ROADFREIGHT Requiring Customs clearance

Shipment arriving by truck **REQUIRING CUSTOMS CLEARANCE** should report to:-
Herfurth Logistics - BRUcargo Brussels Airport,
Vliegveld 745, B-1820 Melsbroek

Notify:- HERFURTH LOGISTICS
Nick De Clerck
Tel: 32 2 752 89 05 E-mail: labelexpo@sdsbo.com

Pre-alert:- a) Herfurth Logistics
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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

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

CARGO WILL NOT BE OFFLOADED AT BRUCARGO BUT DIRECTED TO THE EXHIBITION FOR DISCHARGE FROM 6th of September 2023 AFTER CUSTOMS PROCEDURE.