



16 - 19 September • Barcelona

**LABELEXPO
EUROPE 2025**

www.labelexpo-europe.com



SHIPPING INSTRUCTIONS



ILS (International Lifting & Shipping) have been appointed as the official logistics and onsite handling contractor for Labelexpo Europe 2025 being held at Fira Barcelona.

We will be responsible for scheduling and onsite handling. No other contractor will be permitted to operate mechanical handling equipment within the exhibition halls for the control of safety and security purposes.

For 2025, we are partnering with Resa Expo Logistics for warehousing and customs clearance services.

Contact and Booking Information

Please contact us for all your enquiries:

International Lifting & Shipping
International House, Colonnade Point
Central Boulevard, Prologis Park
Coventry CV6 4BU

Contact: John Lawson
Email: jl@i-l-s.co.uk
Tel: +44 (0) 24 7633 7955

Contact: Michal Blok
Email: michal@i-l-s.co.uk
Tel: +44 (0) 24 7633 7955

To book our services, please complete our lifting and handling order form and return to us
by no later than 8th August 2025

Order form is available on our website

www.ils-logisticslive.co.uk

All offloading that requires the use of forklifts must be pre booked with ILS.





Arrival Deadlines

EU Roadfreight & Courier:	Arrival to Resa Warehouse 3 working days before required delivery to stand
NON-EU Roadfreight & Courier:	Arrival to Resa Warehouse 5 working days before required delivery to stand
EU Airfreight:	Arrival to destination airport 3 working days before required delivery to stand
NON-EU Airfreight:	Arrival to destination airport 5 working days before required delivery to stand
Seafreight FCL:	Arrival to destination seaport 5 working days before required delivery to stand
Seafreight LCL:	Arrival to destination seaport 10 working days before required delivery to stand

Destination airport	BARCELONA (BCN)	Destination seaport	BARCELONA (BCN)
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CONSIGNEE ADDRESS (for air-/seafreight)	RESA WAREHOUSE ADDRESS
Please get in contact with our partner, Resa Expo Logistics (operations@resaexpo.com) to receive detailed consignee information, shipping labels, rates and booking forms.	Please get in contact with our partner, Resa Expo Logistics (operations@resaexpo.com) to receive detailed warehouse address, shipping labels, rates and booking forms.

CIPL (Invoice & Packing List) – For non-EU shipments only

You can find our template by clicking [here](#)

Please note that the above template link must be used to ensure that Resa can process your requirements. This template is compulsory.



Road Freight

For direct deliveries to show site for offloading, please note that your transporter will be required to go to an offsite location to book in, as there is no direct access to site.

All vehicles must first check in at the Truck Registration Point:

Labelexpo Europe 2025
Hall Number/ Stand name/number
Sot del Migdia – Carrer del Foc, 139
08038 Barcelona
GPS (SOT): 41.359694, 2.149547 (1km from venue)

Once your vehicle arrives and has checked in, the driver will be directed over to the venue when space is available. Once your driver is parked up and ready, the driver must report to the ILS Service desk located at the entrance to the hall with your ILS booking reference.

Traffic Fee

There is a traffic fee for all trailers arriving at this venue. For trailers pre-booked with ILS requiring offloading/ reloading, this fee is included within our charges. You will be required to produce your ILS booking reference at the Registration point.

Please ensure the ILS booking reference is stated on the CMR.

For self-offloading/reloading trailers that are not booked through ILS, the traffic fee will apply per trailer and is payable on the day at the marshalling point.

CMR

Once you have booked your offloading/reloading with ILS, you will receive a confirmation email and an ILS booking reference. This booking reference needs to be stated on the CMR in order to facilitate the identification of the truck on its arrival to the venue.

Direct offloading through ILS should arrive **NO EARLIER THAN WEDNESDAY 10th SEPTEMBER 2025**

Notify/Reference: Labelexpo Europe 2025
Stand name
Hall and Stand number
C/Botanica, 62
Entrada 4, 08908 – Hospitalet (Barcelona)
Contact: Michal Blok - michal@i-l-s.co.uk / John Lawson jl@i-l-s.co.uk
Tel: + 44 24 7633 7955
ILS booking reference: (provided upon booking)

Courier Shipments

Pre-alert & pre-check on customs documentation:

EU Shipments:

Please send our partner, Resa your pre-alert with all relevant information including the tracking number once you have shipped your goods but before arrival to destination.

Non-EU Shipments:

Before shipping (this also applies for direct trucks), please send to our partner, Resa, all customs related documentation (CIPL + any necessary certificates). These will then be checked and confirmed, then you will be provided with all the necessary instructions.

Once everything is confirmed, you will be able to ship the goods and then at this point, please send us a full pre-alert including the tracking number before arrival to destination.

Courier deliveries direct to your stand:

The exhibition halls are not a permanent warehouse and therefore courier deliveries will be refused unless the shipment is delivered during the tenancy period. You must have a representative on site at the booth to sign for and receive the delivery from your courier company.

We strongly recommend sending your courier delivery to the advance warehouse delivery address before the show tenancy. This has additional costs but provides more security that your goods arrive in time for the event.

Send DDP:

All courier shipments should be sent on conditions DDP / freight prepaid up to arrival at destination (all charges paid by sender, including duties and taxes for non-EU shipments).

Track & Trace number:

We recommend having the tracking number (assigned by the courier company) on hand at the exhibition. This will make it easier to locate the shipment.

Spanish Customs Formalities (For Non-EU Shipments):

Permanent Entry

Our partner, Resa only allows Fedex, UPS, DHL Express and TNT to clear on their name

Courier shipments (except envelopes) cannot be cleared automatically by the courier companies but do require a Spanish importer of record (**EORI number**). Our partner, Resa will act as importer if required, by providing our VAT registration number to customs. This service is chargeable, please contact Resa for quotation.

However, the value stated for the goods needs to be realistic. Customs do not accept values "for customs purpose only". For catalogues and small give aways please state a min. CIF value of 9€/kg.

Temporary Entry

Please note, our partner, Resa does not accept the a.m. courier companies to clear temporary on their name.

Our partner, 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.

Important Customs Information

Customs in Spain

If any of the below might become a problem for you, please contact our partner, Resa before shipping to check on alternatives.

General:

Permanent and temporary goods need to be packed separately.

The use of our CIPL template is compulsory. You can find our template by clicking [here](#)

Spanish customs only accept Spanish companies to act as importer of the record. (EU or non-EU companies are not accepted).

Permanent Entries:

Our partner, Resa can only act as importer of the record for goods to be consumed during the show, such as consumables, office material, giveaways, catalogues and samples in a coherent amount. Specially keep this in mind if a customer wants to “leave” goods with their Spanish or EU distributor.

Any permanent entry is subject to payment of import duties and taxes, which will be calculated from the CIF value of the goods (CIF value = value of goods + freight costs).

The value of the goods needs to be the selling value. Spanish customs do not accept lowered values like “for customs or for exhibition purpose only”.

Temporary Entries:

- Not all venues nor events are considered free bond areas. Please always check in advance to receive instructions for issuing customs documents like T-forms, etc.
- Whenever possible we strongly recommend using an **ATA Carnet** (which must include a Packing List).
- Describe goods in detail and mention if it contains batteries.
- It is compulsory to state an invoice number.
- State individual serial numbers and if not available attach photos of the item to the CIPL.
- General weight of the pallet is not enough. We need individual weights per item / box.
- The declared weight of temporary goods must be the real weight. Therefore, it is mandatory to weight the shipment before departure and to state the real weight on the AWB / B/L /CMR. Otherwise, on the re-export, weights will not match, and Customs authorities will consider that the content of shipment has changed.

This will incur in extra costs for inspections, storage at the airport/port/warehouse, import customs clearances, taxes & duties, fines and delays.

- Weight and no. of pieces must be the same on import and export. To avoid extra cost please repack the same goods in the same cases. If you need to add new goods, or if goods will be sold or given away, please advise us in advance to make the corresponding declaration to Customs authorities.
- Goods cannot be sold at the stand.
- Goods being sold during the event, will need to be transferred to our bonded warehouse to change customs status from temporary to definitive. To initiate this process, we need to receive importer's contact details and authorisation to clear on their name as well as confirmation regarding invoicing of outbound handling charges and delivery to final destination.

Terms and Conditions

All shipping and transport services provided by our partner, Resa are subject to their terms and conditions which are available upon request from Resa.

All business undertaken by ILS is subject to the current edition of our Conditions of Trading, copies of which are available upon request. These conditions contain provisions which limit and/or exclude our liability and should be read carefully. Without prejudice to the generality of those conditions, please note that in no circumstances will we accept responsibility for goods left unattended at any time, whether on a stand or in an open store or otherwise (All stores deemed open unless expressly stated otherwise).

We strongly recommend all exhibitors to arrange insurance coverage including transit to and from the exhibition, whilst on display and in storage. Please note that our partner, Resa does not insure automatically unless asked to do so in writing. Both ILS and our partner Resa, are not liable for any losses, theft or pilferage.

Agents Network

Our recommended agent in your country is specialised in exhibition freight forwarding and will be able to assist you with the preparation of your shipment. Our agent will give you professional advice and will offer you an all-in package that covers all services until your items are returned to origin after the event. The list of our worldwide agents is available on request.

Return Shipments

We will be happy to organise the return transport of your items to any destination worldwide, with the transportation method you require (courier, sea, air or road). Our representatives will be at the venue in order to take your orders and assist you in anyway, such as packing, labelling etc.