

14<sup>TH</sup> WORLD CONGRESS OF THE WORLD SOCIETY FOR PEDIATRIC INFECTIOUS DISEASES 28-31 OCTOBER 2025 | BANGKOK, THAILAND



# SHIPPING INSTRUCTIONS WSPID 2025 Bangkok 28-31 October, 2025



# 2025. being incurred. Office: +34 954325842

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# Introduction – Contact details - Exhibition timetable

# Introduction

DSV Fairs & Events Spain has been appointed as the official freight and onsite handling contractor for WSPID Bangkok 2025.

The following instructions are designed to assist you with the movement of exhibits and stand materials for WSPID Bangkok

Failure to comply with these instructions and deadlines, may cause unnecessary delays in handling / clearance and additional expenses



Before the event, all enquiries should be routed via:

Olimpia Rodrigalvarez – olimpia.rodrigalvarez@dsv.com Mobile +34 628930293

Lorena Perdomo - lorena.perdomo@dsv.com Office: +34 930260837 Mobile +34 627582484

During the event: DSV will be contactable during the build-up, show open & pull-down periods.

# **Exhibition timetable**

### **Build-up:**

27 October, 2025	08:00 to 10:00h.
	10:00 to 15:00h Space Only Booths
	15:00 to 22:00h All booth types

28 October, 2025 08:00 to 11:00h Quiet set up and Decoration Only.

### Show:

28 October, 2025	12:00 to 20:00 h. End of Welcome Reception.
29 October, 2025	10:00 to 17:00h.
30 October, 2025	10:00 to 17:00h.
31 October, 2025	10:00 to 14:00h.

### **Dismantling:**

31 October, 2025 15:00 to 22:00h.

#### Notes:

(\*) Attention!! Please consider 2 hours between the exhibition closing time and the start of empty cases & full goods delivery.



# **Consignment instructions**





### Sea freight - Direct to Bangkok Port (PAT)

All exhibition goods by AIRFREIGHT & SEAFREIGHT must be sent "Freight Prepaid" to:

Consignee: DSV SOLUTIONS LTD. 1152 Punn Tower, Unit No. 2501-2504, 25th Floor, Rama 4 Road, Klongtoei, Klongtoei, Bangkok, 10110 Thailand For: Fairs & Events Department Tel. +66 28379061

For: **WSPID 2025** 

Notify:As AboveContact:Mr. Jakrawut WichitpornchaiE-Mail:jakrawut.wichitpornchai@dsv.com

All documents such as Bill of Lading and Airway Bill must show DSV Solutions Ltd. as the consignee. (A 10% outlay commission will be imposed on all "Freight Collect" consignments).

We do not recommend consolidation shipments by airfreight or seafreight. For consolidated shipment, please check with us.



### Courier

Please note that all shipment sent via Courier would be cleared on permanent basis. To ensure no delay on delivery of your courier shipment to your exhibition stand we would **<u>STRONGLY</u> recommend** not sending courier shipments addressed to exhibition venue or yourself.

All courier shipments along with copy of documents must be consigned to the following address:

Consignee: DSV SOLUTIONS LTD. 1152 Punn Tower, Unit No. 2501-2504, 25th Floor, Rama 4 Road, Klongtoei, Klongtoei, Bangkok, 10110 Thailand For: Fairs & Events Department Tel. +66 28379061

For: **WSPID 2025** 

Notify:As AboveContact:Mr. Jakrawut WichitpornchaiE-Mail:jakrawut.wichitpornchai@dsv.com



# **Consignee** instructions



# Courier

By this method, we will arrange to receive your shipment and deliver to the venue. A charge will be levied for this service.

### \*\* We only accept the consignment under DDP terms only

#### Notes:

1. Copies of invoices & packing list must be sent to us for checking prior sending your courier shipments.

2. Please DO NOT send your shipment without our confirmation. Failing which, we will not be held liable if there are problems regarding customs clearance.

3. If customs formality is required releasing your shipment, our charges will be the same as an airfreight shipment.

4. Duties and taxes for all consignments must be paid by sender in country of origin PRIOR TO EXPORT.

5. A fax/email pre-alert will have to be sent to us indicating the Courier Airway Bill numbers, Courier Company, Name of Exhibition/Event, your contact details and confirmation of acceptance form for us to assist further.

6. Please notify us in advance if you will like us to pay import duty/tax on your behalf. Freight and other relevant charges paid by us on behalf of exhibitor will be subject to a 10% service charge. All charges & fees payable will be subjected to 7% VAT.

7. We do not have any control over courier shipment thus DSV Solutions Ltd will not be responsible for any delay if shipment is being held by Thai customs.



### Road freight direct to the venue

Upon request.



### Road freight via warehouse

Upon request.



# **Deadline dates**

Please do not ship anything without our document approval.



# Air freight (Bangkok airport)

Pre-alert & Documents: 03 October 2025 Cargo: 10 October 2025



### Sea freight (PAT port only)

FCL/LCL Freight Pre-alert & Documents: 26 September 2025 Cargo: 03 September 2025



### Courier

Pre-alert & Documents: 03 October 2025 Cargo: 17 October 2025

<u>Note:</u> All shipment sent via Courier would be cleared on permanent basis. To ensure no delay on delivery of your courier shipment to your exhibition stand we would <u>STRONGLY</u> <u>recommend</u> not sending courier shipments addressed to exhibition venue or yourself.



### Road freight via warehouse

Upon request.

### **Deadline for Dispatch of Documents (Pre-Alerts)**

To ensure no delays or undue inconvenience for customs clearance on arrival, it is imperative that copy of the vessel/flight details with master air waybill / ocean bill of lading detail be forwarded well in advance before the arrival of shipments according to the stipulated deadlines above.

DSV Solutions Ltd. will not be responsible for any delays and any port/airport storage charges will be recharged at cost. For late submission of documents, a penalty fee will be charge at cost – as per receipt + 15% outlay fee.

Pre-alerts must be forwarded to:

DSV SOLUTIONS SPAIN SAU Olimpia Rodrigalvarez – <u>olimpia.rodrigalvarez@dsv.com</u> Lorena Perdomo – <u>lorena.perdomo@dsv.com</u>



# **Documentation**

To assist you in the preparation of documents, we have attached a copy of our Combined Commercial Invoice and Packing List form for your use. You may photocopy additional copies if the attached is insufficient. Explanatory notes on the filling of this Combined Commercial Invoice and Packing List form are as follows:

- 1) All entries in these forms must be in the English Language.
- A full description of the item must be given.
   Do not just indicate the model name or model number. Describe the item such as "1:3 scale (cutaway) missile model" or "souvenirs Lapel pins" or "wooden display plinth floor standing", etc.
- 3) Brand name, Model (if any), Serial No. (if any), Country of Origin, Community, Product Name, Net Weight of each items must be declared.
- 4) Every individual item, including giveaway items and brochures is to be given a value based on CIF value expressed in U.S. dollars. Do not indicate the phrase "No Commercial Value".
- 5) The following declaration must be indicated: "The invoiced goods are of .... country.... origin and are intended for display purposes only at the exhibition site in Bangkok."

# For temporary import shipment, Customs authorities require catalogues / brochure for all items which are declared as temporary import. Failure to comply with this instruction may lead to delay in clearance or additional expenses.

### NOTES:

- All importation of Electronics Equipment e.g: TV, lights and etc are required to apply for the necessary License from relevant authorities. It is imperative for the exhibitors to ensure that proper documentations are presented.
- All importation of Electronics Equipment e.g: TV, lights and etc are required to apply for the necessary License from relevant authorities. It is imperative for the exhibitors to ensure that proper documentations are presented.
- All models have to be presented by serial numbers. Failure to do so will be required to pay for importation duties + 7% VAT.
- The numbers of declared items in the packing list will have to tally with the number of items shipped. Failure to do so may lead to cargo being held by the custom and DSV Solutions Ltd. cannot guarantee to be able to clear on time. Any charges incurred if any will be billed as per outlay + 15% service fees.
- Effective from 13 November 2017, it is mandatory for Importers & Exporters of LCL/FCL & air freight shipment to have "shipping marks" on all packages/case/crate. Failure to comply will result subjected to a penalty fee of max. 50,000 Thai Baht for "no shipping marks". All shipping marks on cargo would have to be the same as BL/AWB.

### **DOCUMENTATION SURCHARGE:**

All consumable items being packed / shipped together with the exhibition goods in the same consignment will require an extra custom permit for import/export.



# **Required documents**

### **SEA FREIGHT:**

- Surrender BL or set of original BL (Bill of Landing)
- Commercial Invoice/Packing List
- 1 set of product brochures / catalogues and 1 set of color photos of normal temporary items
- 1 original ATA Carnet & 1 Original of Power of Attorney (if shipment under ATA Carnet)
- 1 copy of Insurance Policy (if insured)
- 1 set of original Health Certificate or Certificate of Free Sales issued by the related Government authority of the country of origin (for importation of food & beverage products)
- Other certificates may be required for importation of some items, we will confirm after receiving & checking the invoice
- 1 set of original Phytosanitary Certificate for all fresh fruits & fresh vegetables
- 1 original of confirmation letter issued by the exhibitor to confirm to the Thai FDA that their products will not be sold. (Form B as attached)
- 1 set of original Certificate of Origin for all shipments from Japan and for shipments of some products e.g. coffee, tea, milk, beef, etc
- We will confirm after receiving & checking the invoice
- 1 original Radio Activity Certificate for any items produced in these areas in Japan e.g. Fukushima, Gunma, Miyagi
- The list of cities is subjected to change during the time of importation.
- Ingredient list (optional)
- Color packaging label of each item in English (for alcohol item)
- Any other documents/certificates upon required

### **AIRFREIGHT:**

- AirWaybill (AWB)
- Commercial Invoice/Packing List
- 1 set of product brochures / catalogues and 1 set of color photos of normal temporary items
- 1 original ATA Carnet & 1 Original of Power of Attorney (if shipment under ATA Carnet)
- 1 copy of Insurance Policy (if insured)
- 1 set of original Health Certificate or Certificate of Free Sales issued by the related Government authority of the country of origin (for importation of food & beverage products)
- Other certificates may be required for importation of some items, we will confirm after receiving & checking the invoice
- 1 set of original Phytosanitary Certificate for all fresh fruits & fresh vegetables
- 1 original of confirmation letter issued by the exhibitor to confirm to the Thai FDA that their products will not be sold. (Form B as attached)
- 1 set of original Certificate of Origin for all shipments from Japan and for shipments of some products e.g. coffee, tea, milk, beef, etc.
- We will confirm after receiving & checking the invoice
- 1 original Radio Activity Certificate for any items produced in these areas in Japan e.g. Fukushima, Gunma, Miyagi
- The list of cities is subjected to change during the time of importation.
- Ingredient list (optional)
- Color packaging label of each item in English (for alcohol item)
- Any other documents/certificates upon required

NOTE: All draft shipping documents must be sent to us for checking before the above deadlines to avoid any mistakes/problems or delay.



### Thailand Controlled, Prohibited and Restricted

Exhibitors are requested to note that all Communication equipment (such as radio, radar etc.), Defence Equipment (such as weapons, armour etc.), Electric Appliance (such as TV, lighting etc.), Cosmetics, Beauty Products, Medicines & Medical equipment, Glass, Light & Sound Equipment, Toy, Motorbikes, Used Cars, Weighting & Measuring equipment, Food & Beverage, Drug, Supplement, Agricultural items (such as plant, soil, fertilizer etc.), Animal & all dangerous goods are subject to Import License prior to their importation into Thailand for exhibition purpose and it depends on customs consideration.

We can confirm whether your shipment contains any controlled items upon receiving your commercial invoice and packing list.

### **Customs Regulations**

The Thai Customs are strict and thorough in their examination of goods. All packages can be expected to be opened and contents checked against the Combined Commercial Invoice & Packing List.

HEAVY FINES will be imposed on the exhibitor in cases of <u>'UNDERVALUATION', 'NON-DECLARATION'</u>, and 'ERRONEOUS DECLARATION'. In such cases, DSV Solutions Ltd shall not be responsible for any delay in clearance. Customs fines and extra expenses incurred shall have to be borne by the exhibitor. Exhibitors are therefore strongly reminded to declare the **true market value of their goods** and be extremely careful in their preparation of documents.

All shipment must be declared with the exact/true market values otherwise DSV Solutions Ltd. <u>WILL NOT</u> be responsible if shipment is being held in Thai custom for under declaration. DSV Solutions Ltd. may also require to adjust the value of each item for customs purpose with/without prior not notice if each item is declared below Thai market value.

- 1) Exhibitors are advised to send all draft documents to DSV for verification before sending the exhibits out.
- 2) **Do not send** any Communication equipment/any controlled items prior to obtaining Import License for the items and shipped items must be according to the packing list.
- 3) DSV will provide the green light to proceed with the shipment after obtaining an import License. Custom clearance will take at least 5 10 working days after shipment arrival.
- 4) Some food/beverage are categorized as drug or cosmetics e.g. Ginseng products, etc. cannot be imported under our company name as we are unable to apply and obtain import license for importation of such items. We strongly urge exhibitors to check with us at the very beginning to check if products can be imported.
- 5) Final items shipped must be approved by the authorities concerned, no additional items can be added as that will be held by customs delaying the release of the entire shipment. A high amount of penalty fee may be imposed by the Thai customs.

**Temporary shipment** (non-controlled items) It will take about 5-10 working days after the shipment arrival. **For controlled items**, please check with us on case by case basis.

Permanent shipment (non-food items / non-controlled items) It will take about 3-5 working days after the shipment arrival.

For food items, it will take about 5-10 working days.

Seaport & Airport storage charges and demurrage fee for FCL shipments during the customs process are billed as per receipts + 15% outlay fees.



# **Processing of Temporary Importation**

### ATA CARNET:

Thailand is a subscriber of the ATA Carnet System. Exhibitors participating in international trade fairs / exhibitions in Thailand can use ATA Carnet for temporary admission of their exhibition goods into Thailand – refer to ATA Carnet & Power of Attorney in Form C & D for further details.

Please ensure that the ATA Carnet is issued in "ENGLISH" language only. A letter of Power of Attorney to authorize DSV Solutions Ltd. to act as the representative of ATA Carnet holder with the same signature of person who signed the ATA carnet is required by Royal Thai Customs.

Exhibition goods can be temporary imported into Thailand but must be re-exported after the fair / exhibition within 2 (two) months after the arrival date of exhibits. Any no-return items are subject to import duty and tax.

For exhibition goods destined for a later exhibition in Thailand, our covered storage facility in Bangkok can be utilized at a reasonable storage rate – please contact us immediately should you require such service.

### NOTES:

- All items declared in the ATA carnet on temporary importation must be shipped under a separate HB/L or HAWB using ONE OB/L or MAWB.
- Shipment must not be combined with any items to be imported in on permanent or /and temporary basis under Bank Guarantee Importation / Temporary Import Bond.
- Shipment must not be declared and combine with any non-return items. For giveaways and sold items, they must
  be shipped under a separate HB/L or HAWB using ONE OB/L or MAWB. Note that these items are subject to
  import duty and tax.
- Ensure that signature of Power of Attorney is the same as column J on ATA Carnet and send to DSV for checking.
- Please courier original ATA Carnet and Power of Attorney to us before arrival of shipment.
- DSV Solutions Ltd. shall not be held liable should clients fail to abide the 'REGULATION FOR
- IMPORTATION OF ATA CARNET ITEMS'.

### BANK GUARANTEE TEMPORARY IMPORTATION BOND FEE

We are able to arrange shipment to be imported via this temporary import warehouse facility.

Exhibitors, who intend to use this service, need not arrange their own customs bond.

Consignments that are imported into Bangkok on temporary import basis will be subjected to a temporary import fee (non-refundable) based on the CIF value of the consignment.

### BANK GUARANTEE FEE – RAISED BY EXHIBITOR

Consignments that are imported into Bangkok on temporary import basis will be subjected to a nominal administration and co-ordination fee.



# **Permanent Importation**

#### **BROCHURES AND GIVEAWAY ITEMS:**

Brochures and giveaway items are permitted entry into Thailand, but they are subject to import duties of between 10% and 60% of the CIF value. These dutiable items amongst others are leather wallet, leather key holders, T-shirts, ties, scarves, badges and lapel pins. Such items must be packed and declared separately.

Please note that import duties will be calculated based on the declared value or customs assessed value, whichever is the greater.

#### \*\*\*Duty & tax calculation for printed matter\*\*\*

Customs duty & tax will be calculated, based on the weight of the exhibits and mode of transport. The different ways to calculate duty & tax are as follows:

<u>Airfreight:</u> Thai Customs will assess the FOB value of printed matter at Bht 100/kg (C), plus all cost of airfreight charges which are declared in AWB (IATA rate) as the cost of freight charge (F), plus insurance premium (I), then the duty rate of printed matter is 10% of CIF Value plus Value Added Tax (VAT) 7% of CIF Value plus Duty.

<u>Seafreight:</u> Thai Customs will assess CIF value of printed matter at US\$ 4.252/kg and Customs duty & tax will be applied in the same rate as above at 10% and 7% respectively.

Note: Customs will use your declared value in your invoice & packing list or their assessed value whichever is greater

The value of each item cannot be lower than freight cost. If the freight rate on the AWB is higher than the declared value, the IATA rate will be applied as "Freight Cost" for calculation of import duty & tax. We suggest issuing HAWB for each airfreight shipment and declaring the selling airfreight rate on the AWB.



# Additional information

#### **HEAVY-LIFT SURCHARGE:**

Individual exhibit in excess of 2,000 kg per package will incur heavy-lift surcharge (in addition to the basic handling charge).

Exhibits exceeding 5,000 kg per package will be subjected to an individual quotation when the dimensions and weights are provided. Please contact us for further information.

These additional heavy-lift surcharges are applicable severally for inward movements as well as for outward movements.

#### **STORAGE OF EMPTY CASES:**

Empty cases will be stored within the exhibition site if space is available. Your cases will be marked and stored systematically under shelter during the exhibition period in order to facilitate quick and early retrieval for the repackaging at the end of the exhibition.

#### **RETURN INSTRUCTION:**

It is imperative that all exhibitors complete and sign the Return Shipping Instruction. Exhibitor should either visit our site office or contact our representative at the earliest opportunity to complete their disposal instructions. If there is any amendment to the return instruction, the exhibitor will have to provide DSV with the revised instruction immediately. If the exhibitor has sold their exhibits to a 3rd party during the event, it is the SOLE responsibility of the exhibitor to oversee the collection of their exhibits. DSV Solutions Ltd. will not accept responsibility for any loss or damage.

#### **CARGO HANDOVER:**

Exhibitors must contact us to arrange for any handover of cargo. They will have to handover cargo to DSV together with DSV's Cargo Handover forms before they leave the exhibition. DSV Solutions Ltd. will not be held responsible for any sort of loss or damage incurred due to an exhibitor not completing or signing the forms correctly.

#### UNATTENDED CARGO AT CLOSE OF EVENT:

Complete return instructions must be provided by agent or exhibitor to DSV Solutions Ltd. prior to the show closing. Failure to do so will result in transfer of consignment to DSV Solutions Ltd. warehouse and any such movements will be subject to additional transportation and warehouse storage charges. DSV Solutions Ltd. will also not be responsible for any missing/damage cargo that is picked up on request of the show organizer to clear the hall if cargo is not properly handed over to DSV Solutions Ltd.

#### **DISPOSAL:**

Upon delivery of your goods during move in, if your cases are not required to be redelivered to your booth after the show, please advise us to arrange for disposal. Fees for disposal shall be charged to exhibitors who require DSV Solutions Ltd. for such service. Otherwise, we will transfer the empty cases back to storage and relevant charges will apply.

#### VAT ON SERVICES RENDERED:

All services rendered will be subject to 10% VAT as per Government's regulation.

#### **SPECIAL LICENSES & PERMITS:**

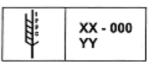
Endorsement of documents by relevant government departments will be charged accordingly.



# Packing & fumigation

# Temporary and permanent goods must be packed and shipped separately.

ALL SHIPMENTS with wood packing material to this country, such as wood block cases, lath cases, wood pallets, wood frames, wood drums, wood axes, chocks, stow-wood, crossties and so on, fumigation must be arranged in the country of origin before sending the cargo to this country.



Wood packing materials MUST be marked with the ISPM15 logo and the two letter ISO code for the country that treated the WPM. The marking must also include the unique number assigned by the national plant protection organization to the company responsible for ensuring the WPM was properly treated, and either the abbreviation HT (heat treatment) or MB (methyl bromide).

Failure to do so will cause delay in customs clearance process, in addition to an extra cost.

To support the treatment, exhibitors should send the shipment along with a fumigation / heat treatment certificate issued by the producer of the packing material or issued by the company that did the fumigation or heat treatment and that indicates the code of the fumigation as described above.

#### WOOD PACKING MATERIALS WITHOUT ACCEPTABLE STAMP OR NOT IN COMPLIANCE WITH THE ABOVE REQUIREMENTS MUST BE DESTROYED OR COMPULSORILY RE-EXPORTED WITH THE CARGO WITHOUT ENTRY INTO THE COUNTRY.

For cargo with non-wood packing materials, the cargo owner must provide the non-wood packing declaration, which is printed out by company letterhead, signed with authorized signature and endorsed with company stamp.

DSV does not accept any responsibility for hidden damages, pressure points, scratches, drop of paint and other similar superficial damages if the shipment arrives with insufficient packing. The exhibitor shall be responsible for the consequences of improper packing.

Please note that the exhibits are to be repeatedly loaded and unloaded by different parties. During the long-distance transportation shocking / bumping will sometimes be inevitable. Therefore, we strongly recommend the Exhibitor to take necessary precautions to ensure strong / seaworthy packing to safeguard exhibits from damage and rain, especially when the return exhibits are to be packed with original packing materials.

Exhibitors are advised to provide strong packing cases for the transportation of the exhibits which can withstand unpacking and repacking operations. For main exhibits, we recommend bolted returnable type of cases to be used. This is to avoid unnecessary repair and reconstruction of cases in the event of damages due to handling whilst in transit.

# Case marking

Exhibits and cargo should be well packed and designed with internal padding and battens, suitable to the nature of the goods and the mode of transportation intended. The packaging should be able to withstand the entire journey, in case of temporary import the return journey also. It should be capable of easy unpacking and re-packing; the use of screws and clips is highly recommended instead of nails which normally damage the packaging.

We suggest that your goods are well packed and labelled for easy identification, all packages should be marked as follows:

WSPID Bangkok, 2025 C/o DSV Fairs & Events

Exhibitor Name: \_\_\_\_\_

Stand Number: \_\_\_\_\_

Name & Location of Exhibition: \_\_\_\_\_

Case Numbers: \_\_\_\_\_

Gross Weight/Net Weight: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Labels must be in English.

Please affix labels to the walls of the packages. This will make identification much easier. Example:



You can find a template attached to the Exhibitor's Form:

Av. Todara State: 27 20072 Autor State Ave. Ave. (Accord 1 Met 21 Met 22 - 201	DS/
	Case No.   Bulto Nº.
n   Consignatario / Feria	Нат
	Stand
	Mode of Transport Modo de Transporte
	The Construction of the Province of Annual (





# Insurance – Payment terms



### Insurance

All work is covered under our General Trading Conditions. It is recommended that all exhibitors should arrange a comprehensive cover for their goods. This should cover the shipment to the show site, the period of display and the return to the country of origin, or an appropriate disposal period at the conclusion of the exhibition.

Unless specifically insured, DSV Fairs & Events is not responsible for any loss, pilferage or damage whilst goods are left unattended on the stand. Although we will aim to make delivery to and collection from the stand, at the specified time requested, we cannot always guarantee this. Therefore, please ensure that goods are fully insured to cover all risks.

DSV Fairs & Events can offer a competitive insurance quotation. Please contact your show manager for further details.



### **Terms of payment**

Unauthorized Credit will not be accepted. Our invoices are due for immediate payment upon presentation. Customers with no credit term or any prior agreed payment terms will have to pay the invoices before the event starts or on-site during the event and before the outward shipping of their exhibits.

Please note the following method of payment accepted is by bank transfer:

Bank details of DSV Road/Solutions Spain, S.A.U.IBAN:ES77 1465 9000 1100 0183 2990Swift Code:BBRUESMX

All payments must be **made in euros** without any deduction or deferment on account of any claims, counterclaims or offset. Currency converter based on invoice issue date of XE. <u>https://www.xe.com/currencyconverter</u>.



# **Conditions of contract**

#### **Environmental Fee**

To fulfil our commitment, we are introducing an Environmental Fee which will be implemented from January 1, 2025. The Environmental Fee reflects our commitment to taking action and making a positive impact on supply chains.

The fee will be charged to all customers at a rate of 0.15% of your invoice. The resulting funds collected will be used to cover costs related to investments in projects and technologies aimed at reducing the climate impact from our operations. Charges will be applied to all operations processed through DSV and will be clearly detailed on your invoice for full transparency.

With the acceptance of the quotation, the fee will be applied allowing us to formally implement the Environmental Fee. Should you have any questions or require any clarification, please reach out to your local DSV representative.

#### **Conditions of Contract**

All charges are based on today's applicable rates, exchange rates and terms and conditions of all companies involved in this transport and are subject to change without prior notice.

The liability of DSV ceases with the delivery and commences with collection of shipments at the exhibition stand. It is the exhibitor's responsibility to ensure that the materials are secured after delivery / prior collection by DSV from your stand and that return shipments are properly marked by the exhibitor.

If the client also books the service of "empty case storage", they are obliged to indicate clearly if the packing material is in fact empty or packed (partially packed or full). DSV does not accept any responsibility for damages or loss of items that have been inside of packing material that has been previously declared as empty.



# Conditions of contract

### **DSV Standard Terms and Conditions**

Unless otherwise agreed, all services are rendered according to the <u>DSV Standard Terms and Conditions</u> of DSV Group and <u>Condiciones Generales de Servicios Logísticos y de Expedición de DSV</u> in Spain <u>in that order</u>. Orders undertaken as carrier of overseas carriage are subject to conditions stipulated in the <u>DSV Ocean Transport B/L</u>. Orders undertaken as carrier of carriage by air are subject to conditions stipulated in <u>DSV House Air Waybill</u>. In case of discrepancy between the DSV Standard Terms and Conditions and the terms stipulated in the DSV Ocean Transport B/L or the DSV House Air Waybill, the terms of the DSV Ocean Transport B/L or the DSV House Air Waybill shall prevail. We recommend that you review the full version of named general conditions set in <u>www.dsv.com</u>.

This message and its attached files may contain confidential information. Communication, reproduction, or distribution of this message is prohibited. If you are not the final recipient, please delete it and inform us via this channel.

In accordance with the provisions of the current legislation on data protection, we inform you that your personal data will be processed under the responsibility of DSV to manage the relationship that binds us and will be stored for no longer than is necessary in maintaining the purpose of processing. The data will not be transferred to third parties unless legally obliged to do so. You may exercise your rights of access, rectification, portability, erasure, restriction and opposition by sending an e-mail to <u>barcelona.calidad@es.dsv.com</u> or <u>spain.privacy@dsv.com</u> and if you consider that the processing does not comply with the current legislation, you may file a claim with the supervisory authority at <u>www.aepd.es</u>.

In compliance with the principle of data accuracy established in GDPR and LOPDGDD we request you to communicate any variation or change in your personal data that figures in our database as soon as possible by using the e-mail address <u>barcelona.calidad@es.dsv.com</u> or <u>spain.privacy@dsv.com</u>.