



INSTRUCTIONS FOR SHIPMENT UNDER CUSTOMS

1: SHIPPING

Please send your packages for the exhibition to the below address:

Schenker France
Fairs & Events dpt.
Parc des Expositions de Villepinte
Bâtiment M2
F-93420 VILLEPINTE

This is our warehouse address; it is important to send your material there so that we can check and control your package, if you need to provide a contact when organizing the transport you can use the below one:

Mail : vincent.lasri@dbschenker.com

Tél : +33 1 48 63 31 98 / +33 6 73 46 87 85

If you use an express courier like DHL, TNT, Fedex, etc, it is really important to provide them with all the above information and to communicate us the tracking number of your shipment to ease the follow-up.

If you do not have a preferred express courier, you can contact the following one as we regularly work with them: vvelev@fair-express.com

They will be able to provide you with all the information you need for your shipment and to help you with its tracking.

2: CUSTOMS PROCEED

If your package comes from a non-European country, you will need to do a customs declaration.

To do the declaration you must have a CIPL (Commercial Invoice Packing List), otherwise it will not be possible to send your package.

You will find below an example of a CIPL:

**COMMERCIAL INVOICE / PACKING LIST**

Date: October 26, 2023

SHIPPER: DB SCHENKER Fairs On behalf Global Vision Parc expos Villepinte B5t.M2 93420 Villepinte 0148633458/3281	CONSIGNEE: Arikan SAAT A.S MAHMUTBEY MAH. ISTOC 2434 SOKAK ASLAN PLAZA NO:132/21 KAT:2 BAGCILAR ISTANBUL / TURKEY	NOTIFY: Arikan SAAT A.S MAHMUTBEY MAH. ISTOC 2434 SOKAK ASLAN PLAZA NO:132/21 KAT:2 BAGCILAR ISTANBUL / TURKEY
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Terms of Delivery: -		CIF, IST		BY: AIRFREIGHT	FROM: CDG to IST							
CTM NO.	Dimensions (in cm) LxW	Area (sqm)	Weight (in Kg)		Description of goods	HS CODE	Quantity	Unit value in Urd	Total value	REMARKS		
			Gross	Net						A	B	C
EXHIBITION GOODS												
1/2	52x84x27		19.00		Mirror	3926.30.37.90.1	3	10.00	30.00	x		
					Metal can	7310.21.10.00.00	1	1.00	1.00	x		
					Plastic Display	3926.40.00.00.1	2	10.00	20.00	x		
					Wooden Display	4420.19.00.00.0	1	10.00	10.00	x		
					Cleaning cloth	6307.10.10.00.00	72	0.10	7.20	x		
					Wooden Display	3926.40.00.00.1	1	10.00	10.00	x		
					Wooden Display	4420.19.00.00.0	1	25.00	25.00	x		
					Wooden Display	4420.19.00.00.0	1	25.00	25.00	x		
2/2	52x84x27		19.00		Paper Gift bag	4819.50.00.30.0	1	3.00	3.00	x		
					Magazine	4911.91.00.30.00	1	1.00	1.00	x		
					Transparent Plexy display	3926.30.37.90.1	20	0.75	15.00	x		
					Black Plexy display	3926.30.37.90.1	10	1.00	10.00	x		
					Optical Case	4202.32.19.00.0	10	1.25	12.50	x		
					Sunglasses Case	4202.32.19.00.0	10	1.25	12.50	x		
					Paper bag	4819.50.00.30.0	20	0.25	5.00	x		
					Catalogue	4911.91.00.30.00	1	3.00	3.00	x		
2/2			38.00		TOTAL		155		190.20			

*A: RE-EXPORT AFTER EXHIBITION B: DISPOSED OF / CONSUMED C: GIVEN AWAY

SHIPPING MARK:

COUNTRY OF ORIGIN: Turkey

Important information needs to be written on your CIPL such as the shipper name (your company name), the consignee name (the address of our warehouse where your packages will be received), the person to notify (same as consignee) and the country of origin.

You also need to indicate the number of packages with their details (dimension and weight), the description of the goods, the HS Code (so that the customs declaration can be done), the quantity, the unit value of goods and their total value. If your goods do not have a value you still need to indicate a customs value; you also need to indicate if the goods will be re-exported after the show, disposed or consumed during the event, or given away during the event.

Schenker will take care of your customs declaration and this service will be invoiced to you, **with all VAT and duty.**

If you need any assistance with your CIPL do not hesitate to contact Vincent Lasri, who will be able to help you.

3: SHIPPING LABEL:

On your shipment you need to put a label with the following information: name of the event, exhibitor name, hall number, stand number. You can use the below label:



SCHENKER FAIRS & EVENTS FRANCE

CONTACT :

Parc des expositions de Villepinte - Bâtiment M2 Derrière hall 3
Tel : +33 (0)1 48 63 32 81 - foires.expositions@dbschenker.com

Référence Schenker / Schenker
Reference :

FRVILFN _ _ _ _ _

Exposition / Exhibition :

Nom exposant / Exhibitor name :

Hall ou Niveau / Hall or
level :

Stand n. :

Monteur de stand / Stand builder :

ADRESSE DE LIVRAISON / DELIVERY ADRESS :

Contact (nom + tel) / Contact (name +
phone) :



Date + heure de livraison sur stand / Date + hour of booth delivery :

Colis n. / Package n. :

Total colis / Package
total :

If needed, contact us and we will provide you with this label.