

FREIGHT FORWARDERS / SHIPPING INFORMATION

The following two companies are the recommended freight forwarders of Messe Düsseldorf North America and can provide you with shipping instructions, deadlines, and estimated pricing:



Rock-it Global, LLC
2025 E. Linden Avenue
Linden, NJ 07036 U.S.A.

Mr. Bill Langworthy
Tel. (908) 486-3939
E-mail: Bill.langworthy@rockit.global



TWI Group
6425 Montessouri Street, Suite 200
Las Vegas, NV 89113 U.S.A.

Ms. Kelli Morrissey
Tel. (262) 290-3637
Email: kmorrissey@twigroup.com

EORI NUMBER (ECONOMIC OPERATORS REGISTRATION AND IDENTIFICATION)

To conduct customs transactions in the Federal Republic of Germany (and the European Union), with some exceptions, your company will need an EORI number. This is a code that uniquely identifies your company and is used for customs duties and / or filling out customs declarations. Your shipment may not be released from German customs without an EORI number.

If your company does not have an EORI number, please consult well in advance with your preferred freight forwarder or courier company. Or, visit the official website of the German Central Customs Authority:

https://www.zoll.de/EN/Businesses/Movement-of-goods/Import/Duties-and-taxes/EORI-number/eori-number_node.html

COURIER SHIPMENTS

Shipping companies such as DHL, FedEx, and UPS are only able to deliver shipments to your booth starting two (2) days prior to the opening day of the show, **and someone from your company must be at the booth location to sign as the recipient.** (Please note they also may not deliver or pick up on weekends or holidays.)

IMPORTANT NOTE: Neither Messe Düsseldorf GmbH nor Messe Düsseldorf North America (Show Management) will sign for, accept delivery, or claim any responsibility for your shipment.

Alternatively, we strongly recommend that you consign any courier shipments to one of the two authorized onsite logistics/drayage companies since they can arrange the handling, and in most circumstances, the clearance and delivery to your booth. We suggest that you send them in advance a copy of the courier waybill or tracking number, estimated arrival date at their facilities, and your requested delivery date and time to your booth.

Kühne + Nagel (AG & Co) KG
Stockumer Kirchstrasse 61
(Messe Einfahrt Tor 1 – Am Staad)
40474 Düsseldorf, Germany

Tel. +49 (211) 45 46 80
Fax +49 (211) 43 45 49
customer.event@kuehne-nagel.com

Schenker Deutschland AG
Stockumer Kirchstrasse 61
(Messe Einfahrt Tor 1 – Am Staad)
40474 Düsseldorf, Germany

Tel. +49 (211) 43 62 80
Fax +49 (211) 45 42 648
fairs.duesseldorf@dbschenker.com

(continued)

COURIER SHIPMENTS (CONTINUED)

If you decide to courier items to your hotel, check first with the hotel. Most hotels do not accept packages before a guest's actual arrival.

Neither DHL, FedEx, nor UPS have offices or service counters on-site at the Düsseldorf Fairgrounds.

In case you need to track a missing shipment, or require a pickup at your booth, you can call the following courier companies. Local German offices may be closed weekends and holidays.

DHL in Germany:
+49 228 902 435-13

FedEx in Germany:
+49 6107 68 40660

UPS in Germany:
+49 69 66 40 50 60

DHL in USA: (800) 225-5345

FedEx in USA: (800) 463-3339

UPS in USA: (800) 742-5877

SHIPPING LABELS

It is important that your freight is clearly marked and labeled for easy identification. Your chosen U.S. freight forwarder should provide you with the label format for your shipment(s) to the show. Should you nevertheless decide to send your shipment directly to your booth via an alternative method, the marking should be as follows.

When consigning your shipment to one of the on-site freight forwarders:

Exhibitor Name
Show Name, Hall and Stand Number

C/O: (Name of the Freight Forwarder)
Messe Einfahrt Tor 1 / Gate 1 – Am Staad
40474 Düsseldorf, Germany

When shipping directly to your booth:

Exhibitor Name
Show Name, Hall and Stand Number
Name of Person on the Stand + Mobile Tel.
C/O: Messe Düsseldorf
Messe Einfahrt Tor 1 / Gate 1 – Am Staad
40474 Düsseldorf, Germany

IMPORTANT NOTE: Bring copies of your shipping documents with you to the show. You should know how your freight was sent, when, and with which freight forwarder or shipping company. Without this information, we cannot assist you in locating your freight should any problems occur.

CUSTOM CARNETS

CARNETS ARE NOT NECESSARILY REQUIRED when shipping to Düsseldorf. Your U.S. freight forwarder can arrange a temporary import TRADE SHOW clearance of your goods for the show. It allows for the temporary import without duties and taxes being assessed. This temporary import can be changed at the conclusion of the show depending on if your goods are sold, given away, or will not be returning to the US afterwards for any reason. There are instances when a carnet is preferred, but only if the goods are being sent to another trade show or event at the conclusion of the show in Düsseldorf. To determine whether a carnet is a viable option to be considered for your shipment, please consult with your U.S. freight forwarder.

For show information: Messe Düsseldorf North America
Tel. (312) 781-5180 _ info@mdna.com
www.mdna.com

For hotel and travel arrangements: TTI Travel, Inc.
Tel. (866) 674-3476 _ info@ttitravel.net

