



# Timeslot Request Form

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**This form is not applicable for shipments via warehouse or courier deliveries like DHL, FedEx, etc.**

## EXHIBITION

Exhibitor \_\_\_\_\_

Booth No. \_\_\_\_\_

Contractor contact details \_\_\_\_\_

Company name \_\_\_\_\_

Address \_\_\_\_\_

Contact \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

## SHIPMENT DETAILS

Transit van

Part load trailer

Full load trailer

Size \_\_\_\_\_

Loading meters \_\_\_\_\_ ldm

No. of trailers \_\_\_\_\_

Total gross weight \_\_\_\_\_ kgs

Volume \_\_\_\_\_ cbm

## TIME SLOTS

Build up	Date	Time
_____	_____	_____
Dismantling	Date	Time
_____	_____	_____
Build up	Date	Time
_____	_____	_____
Dismantling	Date	Time
_____	_____	_____
Build up	Date	Time
_____	_____	_____
Dismantling	Date	Time
_____	_____	_____

**Final Slots will be confirmed to you latest** \_\_\_\_\_

## FORKLIFT SERVICES

needed for loading \_\_\_\_\_  yes  no

needed for unloading \_\_\_\_\_  yes  no

## TERMS

Any form received later than \_\_\_\_\_ will be subject to a surcharge of 30% on the handling tariff. Slots will be given depending on size of shipment, stand size and location. **Cancellation of booked and confirmed slots less than three days prior to confirmed time slot will be subject to a cancellation fee of 500,00 € regardless of vehicle size.** Please send this form latest \_\_\_\_\_ to one of the following contacts on the right.

Please return answer to ↓

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_