



Valverde BV
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SHIPPING MANUAL **Classic Next 2017** **Rotterdam, De Doelen 17th / 20th May**

We are pleased to have the opportunity to inform you that Valverde is the appointed freight agent for the Classical:NEXT 2017 in Rotterdam. This shipping manual will assist you in your preparation for the correct and timely dispatch of your exhibits to Rotterdam.

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Dates and times Congress

Build-up : 17th of May 2017 from 10.00-14.00hr
Event dates : 17th – 20th of May 2017
Breakdown : 20th of May 2017 from 14.00-16.00hr

HOW TO CONSIGN YOUR SHIPMENT

Road freight / Courier

Due to the limited facilities at the venue all freight should be sent to the below address. The deadline for arrival is **Wednesday 10th of May 2017**.

Consignee: Valverde BV
Zekeringstraat 36 -B
1014 BS Amsterdam
The Netherlands

Notify: Exhibitor name
Stand number
c/o Classic Next 2016

Case marking

All cases being sent to the exhibition must be marked as follows:

Classic Next Rotterdam
C/O Valverde BV
Name exhibitor
Stand number
Case / Nr.
Contact person
Your contact number during Classical Next

On all are our transactions the Dutch FENEX conditions are applicable latest version. All work is carried out subject to the general conditions of the federation of the Dutch forwarding agent's organization FENEX deposited at the Registry of the Court at Amsterdam, Arnhem, Breda and Rotterdam, latest version. These conditions will be sent to you on request.



HANDLING SERVICE AND RATES

Unloading of the goods

Via warehouse to stand Euro 20,00 per 100 kg with a minimum of Euro 162,00

Storage charges

Storage charges before / after the show Euro 5,00 per m3 /min Euro 25,00
Storage of empties during the show Euro 50,00 per m3 /min 2 m3

* There is no storage space at de Doelen. We will transport your freight from the central warehouse in Amsterdam (Valverde) to Rotterdam and your goods will be delivered to your stand on **Wednesday, 17th of May 2017**. Valverde will charge the exhibitor for these services. Valverde can facilitate storage of your empties during the event.

Loading of the goods

Via warehouse from stand Euro 18,00 per 100 kg with a minimum of Euro 162,00

* All goods can be picked up by your transport company from the Valverde Amsterdam warehouse from **Tuesday 23rd of May 2017**. Please note that all handling charges are payable before the collection of your goods from the warehouse unless agreed differently.

CUSTOMS CLEARANCE

Inbound:	temporary import	€ 110.00 per shipment
	Bond fee	1 % of the cif value
	Minimum	€ 80,00 per shipment
	Permanent import	€ 70,00 per shipment
Outbound:	Advance of funds	3%
	export declaration	€ 80,00 per shipment
	Bond fee	0,7 % of the cif value
	Minimum	€ 75,00 per shipment

Please contact us for high values.

File and document fee, per shipment Euro 85,00

Liability

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General conditions

A late arrival surcharge of 15% will apply for all goods arriving after the ultimate arrival date.

No credit is given to any exhibitor. Therefore we advise you to use one of our preferred agents in your country.

Credit card transactions will be charged with a 5% surcharge on the total invoice amount.

Our normal working hours are 08:00 till 18:00 hr.

A surcharge of 50% is charged for hours outside normal working hours and Saturday till 16:00 hr.

A surcharge of 100% is charged on Saturday after 16:00 hr. and Sunday.

The volume conversion of this tariff is 1 cubic meter equals 300 kilo if not mentioned otherwise.

We charge a 3% advance of funds fee for all third party cost.

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