



**Transport, Lifting and Handling Order Form**

**Exhibition:**

**Go Diving Show 2020**

If you have any queries regarding the completion of this form, please contact Creative Freight on 01676 542 470 or alternatively email [info@creativefreight.co.uk](mailto:info@creativefreight.co.uk) Show Contact – Craig Kelly

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Onsite Information** | | | | | |
| Stand Name: |  | | Onsite Contact: |  | |
| Stand Delivery Date: | |  | Stand/ Hall No | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Company Information** | | | |
| Contact: |  | Telephone: |  |
| Company: |  | Postcode: |  |
| Invoice Address: |  | | |
| Email: |  | | |
| Accounts Email: |  | | |

|  |  |  |
| --- | --- | --- |
| **Required Services** | | |
| **Description** | **Tariff** | **Tick** |
| Exhibition Transport (Road Freight) | Quotation Request |  |
| Forklift unload/reload | £30.00 per lift (oversize may incur surcharge) |  |
| Empty Case Storage | £30.00 per cbm (minimum 3cbm charge) |  |
| Accessible Storage | £42.00 per cbm (minimum 3cbm charge) |  |
| Customs Clearance | Quotation Request |  |
| Courier Transport | From £15.95 per parcel under 20kg |  |
| Courier Receiving (at venue) | £10.00 per parcel under 25kg |  |
| Advanced Warehouse handling | £10.00 per cbm or 500kg, whichever greater |  |
| Freight Forwarding (air/sea freight | Quotation Request |  |

**Additional Charges**

* The rate(s) are based on normal working hours Monday -Friday 08:00 – 18:00, work performed outside these hours is subject to a surcharge of 45%
* Any unscheduled lifting over 2.5t (per lift) will incur additional charges
* Surcharge will not be applied on the first evening of breakdown
* On each booking a file fee of £15.00 will be applied

**Minimum Invoice**

* Creative Freight has a minimum charge of £45.00 plus VAT, excluding courier receiving/collection requirements.

|  |  |  |  |
| --- | --- | --- | --- |
| **Freight Information** | | | |
| **Quantity** | **Dimensions LxWxH (cms)** | **Weight (Kgs)** | **Description** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Please Note**

* After acceptance of your quotation, you will receive a pro-forma invoice of which will require immediate payment prior to the show.
* All Transportation quotations do not include insurance, please request if required.
* Creative Freight cannot be liable for badly packaged freight so please ensure all goods are packed correctly.
* Creative Freight will not be responsible for any goods left unattended on stands.
* For courier collection a cut-off date of 1 week prior to the event will apply.

Please send completed form to [info@creativefreight.co.uk](mailto:info@creativefreight.co.uk)

Creative Freight Events, Woodcorner Farm, Green End Road, Fillongley, CV7 8EP.

Telephone: 01676 549182 Email: info@creativefreight.co.uk