

## **General Conditions and Shipping Instructions for**

### ***RENEXPO South East Europe 2009 Palais Saal, Bucharest Romania 11.11. – 13.11.2009***

**Build Up: 09.11- 10.11.  
Break down: 14.11.2009**

**Consignee Address for Full Trucks, Part and Consolidated loads:**

**SORCETI EXPEDITI SI TRANSPORTURI SRL Bucuresti  
Complexul Expozitional Romexpo –Gate D-Pav R ( 19)  
Bd. Arasti nr. 65-67, Sector 1**

**Customs Destination office: ANTREPOZITE BUCURESTI**

**Consignee Address for Airfreight cargo:**

**SORCETI EXPEDITII SI TRANSPORTURI SRL Bucuresti  
Complexul Expozitional Romexpo  
Aeroportul Bucuresti Otopeni  
C/O Serban International Transport**

**Notify Address for AWB and CMR:  
BTG EXPO DELEGATION**

**Exhibitor Name:....., Hall:.....Stand.:.....**

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**Additionally to usual marking of packages please take care that the name of exhibition will be marked on the parcel too.**

**The exhibition goods are to be insured by the owner for the whole period of their stay in Romania including the period of the transport**

**In case of eventual damages found on the receipt of the exhibition goods in Romania ,BTG Expo C/O Sorceti will issue proper protocols with the carriers according to the international transport conventions in force and will put them at disposal of the shippers.**

**All exhibition goods must be dispatched with delivery term: DDU, CIP, CIF or CIF**

**At the return of the exhibition goods cargo will be dispatched on freight collect basis  
Freight costs are to be collected as destination on condition that this does not act contrary to the international transport conventions or to local regulations.**

**The delivery of the exhibition goods is to be done in the original packing directly from the means of transport in front of the stands.**

**The responsibility of BTG EXPO ends upon delivery of the goods in front of the stand regardless whether the exhibitor is present or not.**

After the end of the exhibition the exhibitor is responsible for re-packing exhibition goods  
The responsibility of BTG Expo starts with the collection of the re-packed exhibition goods  
available at the stand.

Delivery and Collection Note will be signed by both parties upon delivery and re-collection.

**Customs Clearance**

Following document are required for customs clearance in Romania:

Proforma and Packing List in English language in 4 copies

These a.m. documents must be addressed as follows:

Ex. Shippers Name and Address  
C/O RENEXPO SOUTH EASTERN EUROPE  
Complexul Expozitional Romexpo  
Hall:...../ Stand:.....  
Bucharest /Romania

Additionally above mentioned documents must include the following:

Detailed description of the exhibits  
value of goods in EURO  
Net/Gross Weight  
Dimensions of the packages  
Country of origin and term of delivery

The temporary importation and re-exportation customs formalities are performed by the on site  
broker Sorceti in the name and on behalf of the exhibitor.

Sorceti guarantees to the Romanian customs authorities the payment of the customs duties for the  
goods that are imported temporary and recovers gradually the amounts advanced in proportion as  
the goods are re-exported.

As essential obligation of the exhibiting companies is the one of strictly respecting the temporary  
importation customs regime of the exhibition goods and not to alienate in any manner such without  
previously notifying serceti , performing the customs formalities required and obtaining the  
approval of the customs authorities.

The eventual customs duties owed for goods that are not be re-exported are in the charges of the  
exhibitor and are to be paid directly to the Customs through BTG EXPO / Sorceti.

Customs Inspection will be effected just in presence of the representative of the exhibitor.

Ordering of technical means of handling and transport and unskilled labour:

All request must be advised in written version at least 24 hours before, mentioning the number and  
type of the technical means or the number of worker as well as the tie limits.

The period of free storage (unless the organiser fixed other periods) are:

5 days before opening of the exhibition and 3 days after the end of the exhibition.

The handling / transport to /from storage will be charged separately according to tariff.

The maximum storage period after the exhibitions are 30 days.

In order to avoid any problem please kindly contact us in advance before shipping exhibition goods  
to RENEXPOSouth-East Europe 2009

Our contact details are as follows:

**BTG Expo GmbH , Carl-Benz-Strasse 29, 60386 Frankfurt am Main**

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We wish you a successful participation at RENEXPO SOUTH EASTERN EUROPE 2009