

**ORDER FORM**  
**LIFTING - STORAGE - FREIGHT**  
ICD 2025 | La Nuvola | Rome | 19th June- 21st June

Please indicate the services below which you require from the official freight & lifting contractor

- |   |                |
|---|----------------|
| 1) Unloading from vehicle direct to stand                                     | Arrival Date:  |
| 2) Reloading to vehicle direct from stand                                     | Date/Time:     |
| 3) Receiving & Delivery to / From Stand Via advanced Warehouse                | Date/Time:     |
| 4) Empty case Storage during event  |                |
| 5) Storage of full goods / products with supply and access during show        |                |
| 6) Labour for help on stand (i.e help in unpacking / repacking) Unskilled     |                |
| 7) Customs Clearance formalities for Export & Import                          | Customs value: |
| 8) Symposium deliveries / storage / preparation / timed delivery within venue |                |

If you require Transport from your premises to / from the Event, please Email us with the size / weight of your shipment and full collection address and we will quote based on your requests

Description of Exhibits / Cases - Please indicate the Length - Width - Height and Weight of each item:

**Stand Details**

Exhibitors Name: \_\_\_\_\_ Hall: \_\_\_\_\_ Stand Number: \_\_\_\_\_  
Date Required on stand: \_\_\_\_\_ Time Required on Stand: \_\_\_\_\_  
Stand Contact Name: \_\_\_\_\_ Stand Contact Number: \_\_\_\_\_

**Invoicing Details**

Invoicing Address: \_\_\_\_\_  
City: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Email: \_\_\_\_\_ VAT Number: \_\_\_\_\_

**Payment Terms**

upon receipt of your order form you will receive a charges specification confirming all services and costs and upon your acceptance we will raise our invoice for payment either by bank transfer or secure credit card payment link. Please return completed order form to the following:

Contact: Simon Latchford Tel: 0044 7966 623 777 Email: Simon@dhl-exh.com

**Deadline for Return of Order Form: 21st May 2025**

All our business is transacted under B.I.F.A conditions that may exclude or limit our liability in certain circumstances.