



Worldwide Shipping Instructions  
International Exhibitors

## **MRO Europe 2022**

19 – 20 October

ExCeL Convention & Exhibition Centre  
United Kingdom

APPOINTED BY



TWI has been appointed by **Aviation Week Network** as the official transportation coordinator and on site handling agent of equipment and display materials for exhibitors participating in **MRO Europe 2022**.

On the following pages are specific instructions pertaining to this show, including shipping deadlines and documentations requirements.

Latest Arrival Dates	
Air Freight – London Heathrow (LHR)	7 Days prior to final booth delivery
FCL Sea Freight – Felixstowe (FLX)	14 Days prior to final booth delivery
LCL Sea Freight – Felixstowe (FLX)	Upon Request

## **CONSIGNMENT INSTRUCTIONS FOR AIR**

All shipments must be sent on a “freight prepaid” basis. A 5% outlay commission will be charged on all “freight collect” consignments

### **CONSIGNEE (AIRFREIGHT)**

Horizon International Cargo,  
Units 6&7 Blackthorne Crescent  
Colnbrook, SL3 0QR

### **NOTIFY PARTY**

DSV – timothy.marchant@dsv.com  
Tel: +44 (0)121 780 2627

Exhibitor Name / MRO Europe 2022 / Stand Number



## ***CONSIGNMENT INSTRUCTIONS FOR OCEAN – LCL & FCL***

All consolidated shipments must be issued with a House Bill of Lading or House Airway Bill. A consolidated cargo manifest must also be provided.

### **CONSIGNEE (SEAFREIGHT)**

DSV (Agility Fairs & Events)  
Units 11-12  
Second Exhibition Avenue  
NEC, Birmingham B40 1PJ

### **NOTIFY PARTY**

DSV – timothy.marchant@dsv.com  
Tel: +44 (0)121 780 2627  
Exhibitor Name / MRO Europe 2022 / Stand Number

## ***ROADFREIGHT WAREHOUSE RECEIVING ADDRESS***

DSV  
Bay 22 - 26 Sandstone Lane  
ExCeL  
London E16 1AA

Name Of Exhibition:  
Exhibitor Name:  
Hall No:  
Stand No:

### ***PRE-ADVISE***

Please email advance copies of the Airway Bill / Express Release Bill of Lading, commercial invoice, and pre-alert to Tim Marchant with DSV:

Tim Marchant - timothy.marchant@dsv.com

Include TWI Operations in copy:  
Andrea Lawson – alawson@twigroup.com

Please note that using a consolidator may delay customs clearance and delivery. Any deconsolidation charges will be passed on to you at cost plus 5%.



## ***PACKING***

In order to minimize damage to the goods you will be shipping, please ensure if at all possible that your shipment is skidded before it leaves your facility. It must be packed in separate boxes and individually labeled. Contact your TWI representative for further details.

Due to multiple handling of freight cases TWI urges exhibitors to use strong wooden cases. Bolted returnable types of cases that offer protection from the elements are ideal. If your cases are secured with a lock or combination please provide the key or combination at time of tender for Customs access if necessary.

## ***COMMERCIAL INVOICE/PACKING LIST***

Please prepare the invoice/packing list with the following details:

- Commercial invoices and packing lists can be combined on one document if they list quantity, description, value of each item, weight and dimensions of each package.
- Your company's Federal Employer Identification Number and any applicable license numbers.
- Complete, precise, simple and non-technical description of all items should be listed on the invoice with HTS codes.
- Electronic copy of each commercial invoice should be sent to TWI Operations: Andrea Lawson – [alawson@twigroup.com](mailto:alawson@twigroup.com) and our on-site partners at DSV: Tim Marchant- [timothy.marchant@dsv.com](mailto:timothy.marchant@dsv.com).

Key Contacts:

To assist you with your shipment please contact:

### **USA/Canada Requests**

TWI Group  
Attn: Tyler Hunt  
Tel: +1-702-691-9091  
[thunt@twigroup.com](mailto:thunt@twigroup.com)

### **All Other Requests**

DSV Solutions  
Attn: Tim Marchant  
Tel: +44 (0)121 780 2627  
[timothy.marchant@dsv.com](mailto:timothy.marchant@dsv.com)



## **ATA CARNET**

An ATA Carnet is recommended if you plan to send equipment to multiple countries or if you plan to send highly valued equipment.

## **SHIPMENTS CONTAINING BATTERIES**

Please contact your TWI Representative as soon as possible if you are shipping batteries, or your equipment contains batteries of any kind (*including laptops/tablets/notebooks*), so that we may inform you whether IATA packaging and labeling requirements pertain to your shipment.

We have provided labels if they are needed. These labels must have the telephone number of a person knowledgeable about the shipment and the UN# listed for type of battery. It is not required to be monitored at all times that the package is in transit. It is acceptable for the number to be monitored during the company's normal business hours in order to provide product-specific information relative to the shipment and the UN# must be listed on the outside of each package containing any batteries.

The phone number listed cannot be a toll-free number.

[IATA Battery Regulations](#)

[IATA Battery Label](#)



**A material safety data sheet (MSDS) is required for all battery shipments.**

Failing to inform us ahead of time regarding any batteries that are contained in your shipment may result in delays or refusal by the airlines to accept the shipment.

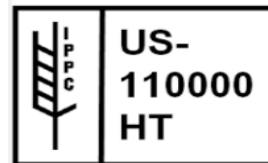


## ***SHIPMENTS WITH NON-MANUFACTURED WOOD PACKING***

All shipments containing Non-Manufactured Wood Packing (NMWP) must be either **heat-treated or fumigated**. NMWP and Solid Wood Packing Material (SWPM) must bear markings indicating the type of treatment under the ISPM 15 regulations.

Any packing that does not comply with these requirements will be refused, destroyed, or returned to its origin, resulting in a considerable delay.

Please contact your TWI representative if you have any questions regarding the NMWP rule.



[Frequently Asked Questions](#)

## ***TERMS OF PAYMENT***

All TWI / DSV invoices for this exhibition are for immediate payment. Major credit cards accepted include American Express, Visa, Mastercard and Eurocard.

## ***INSURANCE***

It is recommended that exhibitors provide insurance coverage for their goods from point of departure through to final destination. It is further recommended that such insurance coverage be provided for the transit period and while on-site at the exhibition (including move-in and dismantling periods).





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SCHENKER & CO AG  
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MATTHIAS.HOLEK@DBSCHENKER.COM

**AUSTRALIA**  
AGILITY - FAIRS & EVENTS  
TELEPHONE: 61/3/9330-3303  
CONTACT: MONIQUE GAUCI  
MGAUCI@AGILITY.COM

**BELGIUM**  
ZIEGLER EXPO LOGISTICS  
TELEPHONE: 32/2/475 4545  
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JEAN-MARC\_SALMON@ZIEGLERGROUP.COM

**BRAZIL**  
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**IRELAND**  
INTERFLOW LOGISTICS  
TELEPHONE: 35/36/4662 0008  
CONTACT: NIALL THOMPSON  
NIALL@INTERFLOW.IE

**ISRAEL**  
DSV Air & Sea Ltd.  
TELEPHONE: 972/8/914 6503  
CONTACT: REVITAL HALFON  
REVITAL.HALFON@HERMES-EXHIBITIONS.COM

**ITALY**  
EXPOTRANS  
TELEPHONE: 39/06/6500 4846  
CONTACT: ADRIANO PASQUALI  
ADRIANO.PASQUALI@EXPOTRANS.IT

**JAPAN**  
ISHIKAWA-GUMI LTD.  
TELEPHONE: 81/3/3474 8102  
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T\_SHIGETA@ISHIKAWA-GUMI.CO.JP

**JORDAN**  
KUEHNE & NAGEL JORDAN  
TELEPHONE: 962/65/664 128  
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**LUXEMBOURG**  
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