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WCLC 2022
World Congress on Lung Cancer
Aug. 06th – 09th 2022, Vienna

Shipping manual



We are pleased to be the preferred international forwarder for “WCLC 2022”. As the sole official exhibition forwarder from Reed Exhibition Vienna we have an onsite office and warehouse at the showground in Vienna.

We will offer you all logistic-works before, during and after show.

- .) Transport to and from show-site
- .) Storage before, during (empties, consumables) and after the show
- .) Timely delivery and pick up from the stand
- .) Customs clearance
- .) Workers for unpacking and packing

Projectmanager DHL:

Thomas Hausmeister +43 (0)1 7283160 8700 thomas.hausmeister@dhl.com

DEAD LINES:

To avoid waiting times we need **your order** until: 29.07.2022
But at least **2 days before** shipment will arrive in Vienna

Kind of transport	point of destination	latest arrival date
Ocean Freight FCL/LCL		on request
Airfreight	Vienna Airport	01.08.2022
Truck direct deliveries	Vienna exhibition ground	as per move in date
Truckshipments for storage	Vienna exhibition ground	daily (mo.–fr. 08:00 – 16:00)

PLEASE SEND YOUR PRE-ALERT MESSAGE WITH A COPY OF ALL DOCUMENTS, BEFORE DESPATCHING THE GOODS.

After receiving your doc. we will check them and send you our “green light”, if everything is right.

CONSIGNING INSTRUCTIONS:

All freight should be shipped **prepaid** and consigned as follows:

DHL Freight – Global Event Logistics
Trabrennstr. 5 / **DHL office container in front of hall A/B**
A-1020 Vienna Fairground

Attn.: Mr. Hausmeister tel.: +43 (0)1 728 31 60

c/o: “WCLC 2022”

exhibitor: _____ hall: _____ stand: _____



DOCUMENTARY REQUIREMENTS

- Your order / or DHL order form
- Invoice in english or german 2-fold
issued to the exhibitor c/o "WCLC 2022"
hall: _____ stand: _____
- Carnet ATA – optional
letter of authorization to handle the Carnet
issued to DHL Global Forwarding (Austria) GmbH

CUSTOMS CLEARANCE

As per customs regulations all invoices must include following points:

- HTC codes
- Quantity from each items
- Weight
- Value (fair market value to avoid a possible value adjustment by the Customs)
separate value from each kind of product
- Origin of the goods
- CIF term
- Serial no – if available / product description

Goods which shall be returned after the show, **must be packed separate** from give - aways, prospects and consumables.