



Meritex International Freight Services Ltd
Baltic Wharf Business Centre, St Peters
Quay, Totnes, Devon, TQ9 5EW

Tel: +44 (0) 1803 868 777
Fax: +44 (0) 1803 868 778
E mail: info@meritex.co.uk
www.we-ship-it.com

Exhibition Shipping Instructions Lebanon

Please ensure you read the following instructions before despatching goods to us. If there are any points that are unclear or you require further information then please do not hesitate to contact us.

Consolidation point – UK

We can arrange collection of your freight from anywhere within the UK. However, if you wish to deliver direct to us please send your consignments to our London terminal, and pre-advise us of its estimated arrival.

Meritex International Freight Services Ltd
C/o MPCO
Chessington Industrial Estate
Davis Road
Chessington
Surrey KT9 1TT
United Kingdom

Documentation

ATA Carnet

Lebanon is on the ATA Carnet system, and the carnet is the preferred document for goods that are sent for temporary import. Due to the nature of consignments for BSIA group freight, we would urge that all exhibitors' consignments are covered by an ATA Carnet.

Any disposable goods (literature, giveaways) must be packed separately and be covered by a packing list.

Document Procurement

If you are unable to raise an ATA Carnet yourselves, Meritex will procure this on your behalf, for which we will charge an administration fee. It takes approx. 4 working days to process a Carnet application, so please provide details of your shipment.

Customs duty and bond fee

Goods imported into the exhibition on a permanent basis for distribution during the show will be subject to local duty. This will be paid on your behalf and passed on in the UK at cost plus 10%.

Directors: HRF Osborne, PA Saunders. Registered in England No: 3617385. VAT no. 717 790214
Registered Office: Meritex International Freight Services Ltd, Baltic Wharf Business Centre,
St Peters Quay, Totnes, Devon, TQ9 5EW, UK.



All business is transacted subject to the standard trading conditions of the British International Freight Association (2005 edition), a copy of which is available on request.





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Packing

We strongly recommend that all freight be packed into wooden crates or cases. It is important that case markings correspond exactly to the list accompanying the ATA Carnet. At the close of the exhibition goods should be repacked into their correct cases, as a customs inspection will take place to ensure all temporary import goods return.

All cases/cartons/pallets should be marked with the following:

Case number (1 of 3, 2 of 3 etc)
Name of exhibitor
Stand Number/ Hall Number
Name of Show
Destination

All wooden packing material must meet ISPM 15 requirements, ie the timber should have been treated to eliminate all pests. Treated timber is usually marked as such. This is now a requirement under EU law for all packing materials entering into the EU.

Censorship

Video cassettes and CD-Roms are subject to censorship. Please inform us if you are intending to take any items and we will arrange for samples to be sent 2 weeks prior to the show for approval.

Excise Goods

All destinations have limits on the duty free importation of alcohol and cigarettes. Please check with us before shipping or preferably avoid shipping these commodities.

Return Goods

During the show, a Meritex Representative will contact you on the stand to discuss the return shipment. Written instructions will be taken and a copy given to your site representative.

Insurance

We strongly advise that you cover your consignment under an all risks policy. Meritex can arrange the cover for you if required for an additional charge.

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Note: Please inform us prior to shipment if you will require the goods back in the UK to meet other deadlines, or would like your goods forwarded to an alternative destination or exhibition afterwards.

Terms of payment

Under our standard trading conditions, unless credit terms have been agreed in advance, invoices are payable immediately upon uplift of goods. Return consignments will only be released upon full settlement of account.

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