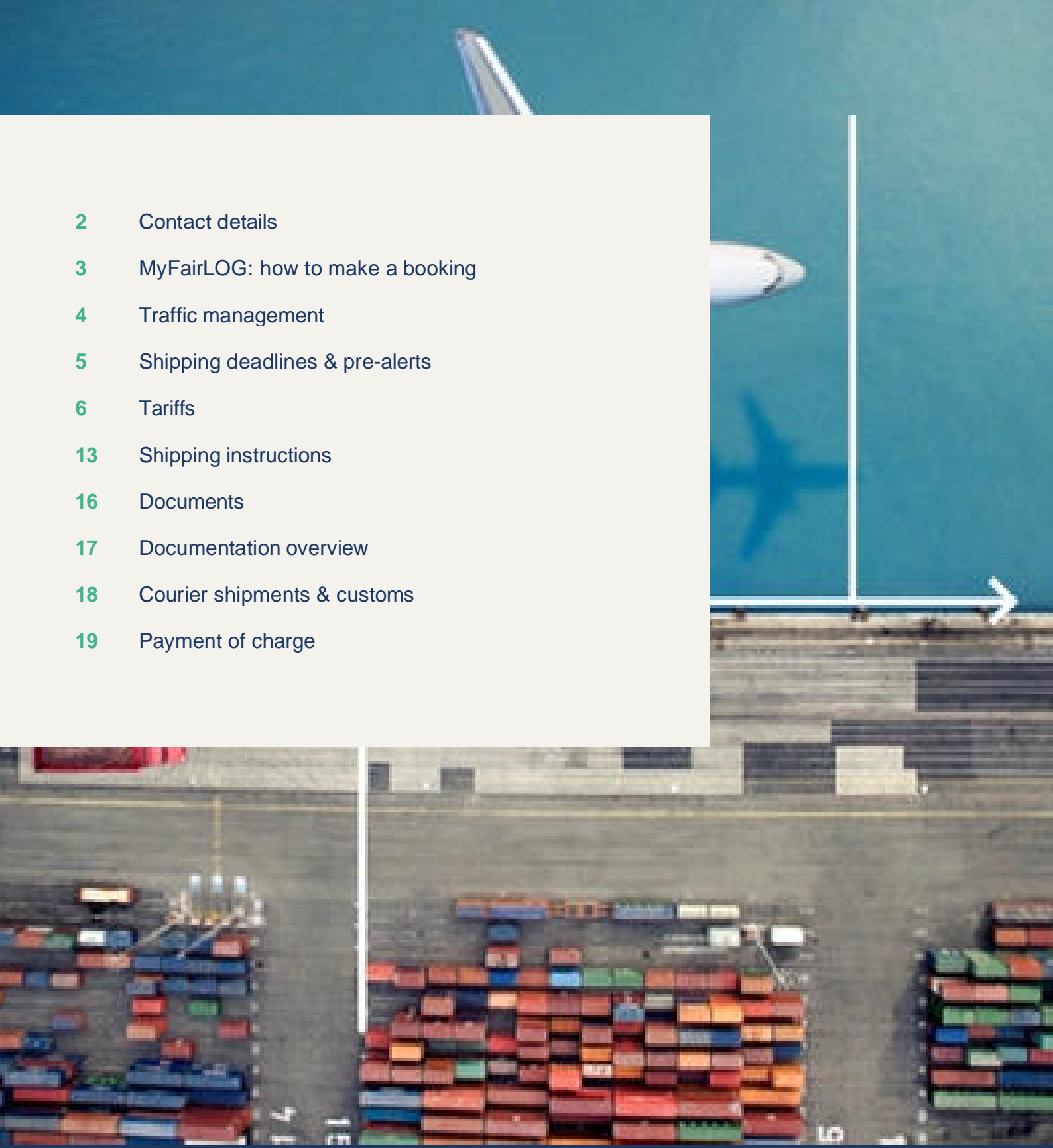




# Shipping Instructions and Tariff

Shoptalk Europe,  
Fira Gran Via, Barcelona  
9th - 11th June 2026

**SHOP  
TALK  
EUROPE**



2	Contact details
3	MyFairLOG: how to make a booking
4	Traffic management
5	Shipping deadlines & pre-alerts
6	Tariffs
13	Shipping instructions
16	Documents
17	Documentation overview
18	Courier shipments & customs
19	Payment of charge



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# MyFairLOG: how to make a booking



Planning an event can be complex, but with our platform logistics can become a breeze.

[myFairLOG →](https://fairlog.kuehne-nagel.com/login)

<https://fairlog.kuehne-nagel.com/login>

## Book your services online



**Transport:** arranging transport from your door to exhibition stand or vice versa



**Storage:** temporary storage of your empty or full case goods during the exhibition



**Onsite lifting:** for reloading / positioning of goods from your vehicle to stand or vice versa



**Equipment:** rental of various specialist material handling equipment

## How it works



- 1 Log in:** visit the expo and event logistics platform and log in securely
- 2 Select services:** choose from unloading, reloading, empty case storage, or stand repositioning
- 3 Book:** provide event details, select dates, and quantities
- 4 Track:** monitor your orders in real time

# Efficient traffic bookings for Shoptalk 2026

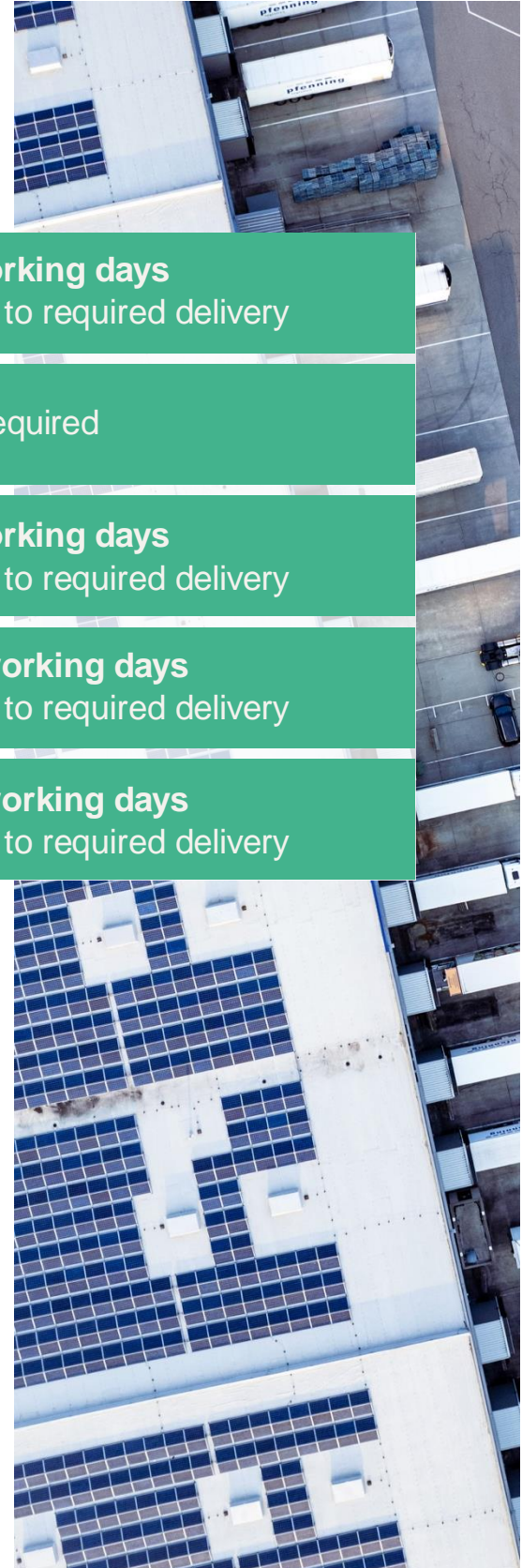


## Traffic Management

**As part of Traffic Management control measures, all vehicles must report directly to site (Fira Gran Via) in accordance with the Organiser's agreed access times. These measures are in place to ensure smoother on-site operations, reduce congestion around the venue, and maintain a controlled and efficient flow of deliveries during the build-up and breakdown periods.**

**Please ensure your driver is fully briefed and adheres to the allocated access window.**

## Shipping deadlines



**Airfreight to: BCN Airport**

**7 working days**  
prior to required delivery



**Roadfreight:**  
Direct Unload / Reload

As required

**Roadfreight:**  
Advanced Warehouse

**5 working days**  
prior to required delivery



**Seafreight (LCL) at BCN port**

**12 working days**  
prior to required delivery

**Seafreight (FCL) at BCN port**

**10 working days**  
prior to required delivery



## Pre-alerts

All pre-alerts must be submitted via email directly to the contact details provided at least **5 working days** (weekdays) prior to the shipment arriving.

Email: [uk.shoptalk2026@kuehne-nagel.com](mailto:uk.shoptalk2026@kuehne-nagel.com)



## Airfreight tariff

	<b>Import / export clearance per ATA carnet</b> (document issue fee not included)	€202.75 per clearance
	<b>Temporary / export customs clearance</b> (temporary and definitive imports are cleared separately)	€219.60 per clearance
	<b>Additional customs tariff HS code</b>	€5.00 per HS code
	<b>Customs examination</b>	€208.10 per shipment
	<b>Import VAT / duty</b>	As per outlay +15% (min €30.00)
	<b>Customs Security Fee</b>	1.5% CIF Value €125.00 per clearance
	<b>Transport from airport to booth</b> (per kg) Chargeable weight: 1cbm = 300kg	€1.50 per kg €450.00 minimum per AWB
	<b>Airport arrival fees</b>	As per outlay
	<b>Additional charges for goods sent by express carrier</b> (UPS, FEDEX, DHL)	As per outlay
	<b>Energy Release Fee</b>	€67.30 per shipment

\*Exclusions apply such as: airport/port storage, demurrage, THC

\*All goods rounded up to the nearest cubic metre

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## Seafreight tariff

	<b>Import / export clearance per ATA carnet</b> (document issue fee not included)	€202.75 per clearance
	<b>Temporary / export customs clearance</b> (temporary and definitive imports are cleared separately)	€219.60 per clearance
	<b>Additional customs tariff HS code</b>	€5.00 per HS code
	<b>Customs examination</b>	€208.10 per shipment
	<b>Import VAT / duty</b>	As per outlay +15% (min €30.00)
	<b>Customs Security Fee</b>	1.5% CIF Value €125.00 per clearance
	<b>From free arrival at port to fairground delivered on booth per way</b>	€2195.75 per container (20' container) €2542.45 per container (40' container)
	<b>Additional FCL Terminal Fee for goods via warehouse</b>	€29.40 per cbm (min. 3cbm)
	<b>LCL transfer from port to advanced warehouse &amp; delivered to stand (and vice versa)</b> 1cbm = 333kg	€132.40 per cbm (min. 2cbm)

\*Exclusions apply such as: airport/port storage, demurrage, THC

\*All goods rounded up to the nearest cubic metre



## Customs

	<b>Permanent import on commercial invoice up to CIF value €12,000.00</b>	€161.80 per shipment, per exhibitor
	<b>Permanent import on commercial invoice up to CIF value €18,000.00</b>	€306.80 per shipment, per exhibitor
	<b>Permanent import on commercial invoice up to CIF value €24,000.00</b>	€341.45 per shipment, per exhibitor
	<b>Permanent import on commercial invoice up to CIF value €36,000.00</b>	€422.40 per shipment, per exhibitor
	<b>Use of Resa EORI (import or export)</b>	€168.10 per shipment, per exhibitor
	<b>International T-form/DAE for export up to CIF value €24,000.00</b>	€231.15 per shipment
	<b>National T-form up to CIF value €43,000.00</b>	€173.35 per document
	<b>T-form cancellation fee for shipments to Resa warehouse</b>	€173.35 per document
	<b>T-form cancellation fee for shipments to venue</b>	€403.40 per document
	<b>Conversation from temporary to permanent clearance (consumed, sold - on top of permanent import clearance charge)</b>	€98.80 per document
	<b>EU Courier Export Processing Fee</b>	€57.75 per shipment



## Advanced Warehouse



**Courier reception via advanced warehouse & delivery to booth**  
Chargeable weight up to 50kg / 0.17cbm

€110.30 – per shipment, per exhibitor



**Roadfreight reception via advanced warehouse & delivery to booth**  
Chargeable weight over 50kg / 0.17cbm

€56.75 per cbm (min. 3cbm) – per shipment, per exhibitor



**Additional Delivery during Event**  
(Merchandise, Equipment etc.)

€173.35 per delivery



**Interim Storage**  
Applicable for shipments delivered 2 weeks+ ahead of delivery to stand date/  
collected 2 weeks+ after collection from stand date

€1.00 per day, per 100KG

\*All goods rounded up to the nearest cubic metre

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## Onsite Charges



**Forklift & driver to unload from vehicle to stand OR  
Forklift & driver to reload from vehicle to stand**  
(FTL = 60cbm)  
(HTL = 30cbm)

€20.00 per 1m<sup>3</sup> / 333kg  
(minimum 10cbm)



**Forklift & driver to assist with stand erection / dismantling only**  
(up to 3T forklift)

€114.75 per hour / part hour  
(minimum 1 hour)



**Forklift & driver to assist with stand erection / dismantling only**  
(over 3T forklift)

Price on application



**Plant Hire**  
Subject to availability

Price on application



**Multi Drop**

€50.00 per stand

\*All goods rounded up to the nearest cubic metre / nearest started hour

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## Storage



### Standard empty storage

Returned to stand AFTER Priority Storage. You may be asked to indicate return day and return timings cannot be guaranteed. Full goods identified within empty storage cases will be charged as per full goods tariff.

€57.50 per 1m<sup>3</sup>  
(minimum 2cbm)



### Priority empty storage

Returned on breakdown evening once go ahead from Health & Safety team is received, timings cannot be guaranteed.

€80.90 per 1m<sup>3</sup>  
(minimum 2cbm)



### Full Good storage

(Ladders, Equipment etc.)

€80.90 per 1m<sup>3</sup>  
(minimum 2cbm)



### Full Good Delivery during Event

(Merchandise, Equipment etc.)

€173.75 per 1m<sup>3</sup>  
(minimum 1cbm)

**All Storage to be rounded up per piece to the nearest cubic metre on collection.**

\*All goods rounded up to the nearest cubic metre

## Ancillary charges & exclusions



### Overtime surcharges:

Saturday **+50%**

Sunday **+100%**

Public holiday **+100%**

Evening / Night Surcharge (2000-0800) **+50%**



### Late booking surcharge: **50%**

Applicable after 22/05/2026



### File & intervention fee: **€64.10**

Per Service each way



### Advanced Warehouse late arrival surcharge: **30%**

Applicable as per shipping deadlines on page 5



### Second Floor Surcharge: **30%**



### Cancellation fee: **100%**

Effective 48hrs prior to service day.



### Exclusions:

Insurance, VAT, duties & taxes (if incurred), additional customs inspection, secondary screening, wait time, demurrage, DG shipment handling

Subject to BIFA Standard Trading Terms - available on request  
Subject to Kuehne + Global Trade Control Clause - available on request



## Seafreight

All consignments should be sent on a freight prepaid basis to KN nominated BCN port and consigned as follows:

### Consignee: seafreight

RESA EXPO WAREHOUSE

For: Name of the event / Exhibitor name, C.Botanica,  
62 - Fira Gran Via, Acceso 4  
8908 Hospitalet (Barcelona) Spain

#### Notify:

Shoptalk Europe 2026  
"Exhibitor name" / "Stand No / KN booking reference"

Telephone: + 44 121 312 2509



## Airfreight

All consignments should be sent on a freight prepaid basis to KN nominated BCN port and consigned as follows:

### Consignee: airfreight MWAB

RESA EXPO WAREHOUSE

For: Name of the event / Exhibitor name, C.Botanica,  
62 - Fira Gran Via, Acceso 4  
8908 Hospitalet (Barcelona) Spain

#### Notify:

Shoptalk Europe 2026  
"Exhibitor name" / "Stand No / KN booking reference"

Telephone: + 44 121 312 2509



## Roadfreight

All consignments should be sent on a freight prepaid basis to the following address:

### Consignee: roadfreight (via warehouse)

Please contact the below for warehouse shipments:  
[uk.shoptalk@kuehne-nagel.com](mailto:uk.shoptalk@kuehne-nagel.com)

Notify:  
Shoptalk Europe 2026  
"Exhibitor name / "Stand No / KN booking reference"

Telephone: + 44 121 312 2509

For shipments arriving prior to May 1st please contact us via email  
[noah.hardy@kuehne-nagel.com](mailto:noah.hardy@kuehne-nagel.com)

### Consignee: roadfreight (direct)

RESA EXPO DIRECT TRUCKS  
C/O Kuehne+Nagel Ltd Expo +  
Events or: ICE 2026 /  
Exhibitor name  
Fira Barcelona Gran Via  
Av. Joan Carles I, 64  
08908 L'Hospitatet de Llobregat  
Barcelona, Spain

Notify:  
Shoptalk Europe 2026  
"Exhibitor name / "Stand No / KN booking reference"

Telephone: + 44 121 312 2509

**Roadfreight must be pre-booked**  
prior to arrival.

Please refer to the traffic management guidelines on page 6 of this document on how to make a traffic booking. Vehicles attempting to access site directly, without an access pass will be turned away.

It is not the responsibility of Kuehne+Nagel to book in vehicles.

## General information

+ For temporary imports, it is **highly recommended** to ship via **ATA carnet** due to restrictions for temporary imports & necessary customs checks.

+ Permanent & temporary items will require **separate commercial invoices** for customs purposes, **cannot** be consolidated onto one document & must be **packed separately**.

+ Failure to comply with the relevant instructions within this document may cause **undue delays** and may lead to **additional expense**.

+ Please refer to the **traffic management guidelines** on page 6 of this document on how to make a booking. Please ensure your driver arrives with the **pre-assigned Kuehne+Nagel reference**.

+ All wooden packing materials that enter the EU must conform to the **international standard ISPM-15**, and should be free of bark and treated; showing the IPPC stamp to confirm the ISPM-15 standard.



All document checks and pre-alerts to be emailed to Kuehne+Nagel Ltd for necessary approvals



## Invoice should be addressed as follows:

Shoptalk Europe 2026  
Exhibitor Name / Stand Number  
Fira Barcelona Gran Via  
Stand Number

## Labelling / marks:

All packages should be marked with the following information:

Shoptalk Europe 2026  
Fira Barcelona Gran Via  
Number  
Delivery date to stand  
Place count (1 of 10, 2 of 10,3  
of 10, etc.)

[Label Template →](#)

Label template for your reference and use



## Commercial invoice (CIPL) should indicate the following information:

- + Detailed description of each item
- + Quantity of each item
- + Value of each item
- + Permanent or temporary importation (valid EORI number required for permanent imports)
- + Import HS codes
- + Country of origin

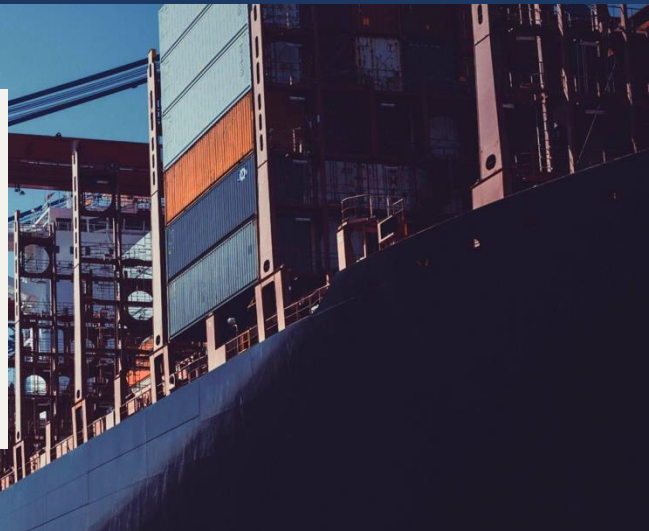
## CIPL Template

Use of RESA CIPL is mandatory. Please reach out for a copy.

## Sea freight



- + Bill of lading (express release)
- + Commercial invoice / ATA carnet
- + Packing list
- + Power of attorney



## Air freight



- + Bill of lading (express release)
- + Commercial invoice / ATA carnet
- + Packing list
- + Power of attorney



## Road freight



- + Bill of lading (express release)
- + Commercial invoice / ATA carnet
- + Packing list
- + Power of attorney





## Courier shipping instructions

Please note that if we are required to provide assistance in clearing the consignment through customs the applicable cost will be applied.

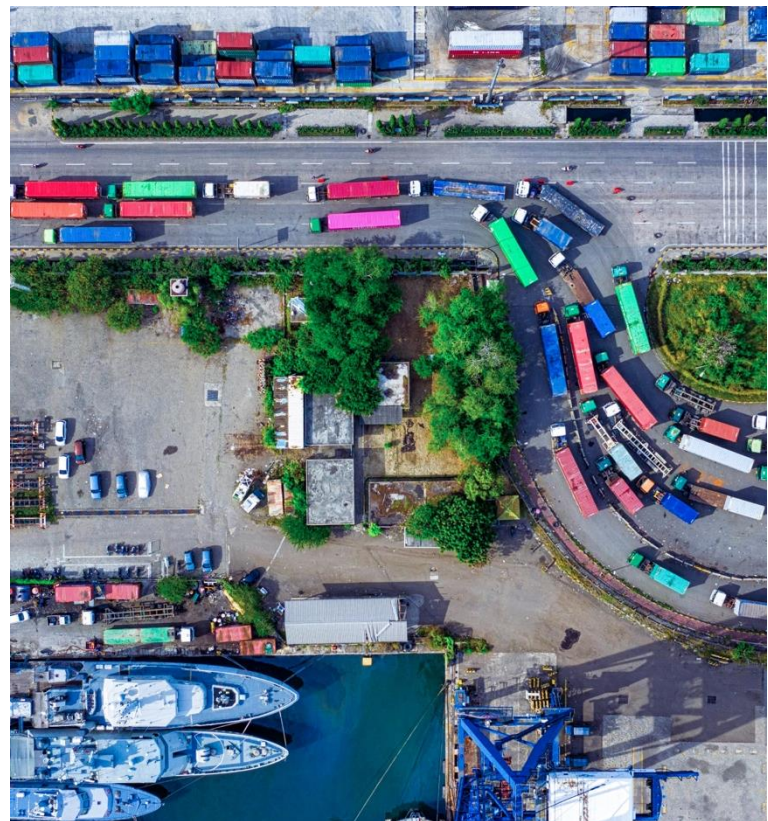
Please note there are expected delays if the consignment is not consigned correctly, the importer does not have a valid EORI, or there is no CIPL.

## Customs clearance

Consignments should be sent on a freight prepaid basis in accordance with the arrival deadlines set and can be cleared via:

- + **Permanent entry (duty & VAT paid)**—goods will remain in the territory post event
- + **Temporary entry (temporary import without paying duty & VAT)**
- + **ATA carnet**—all items must be returned post event and cannot be resold, consumed or given away

Please note temporary and definitive goods must be packed and shipped on a separate basis.



# Payment of charge

Unless freight is routed via our Kuehne+Nagel network or officially appointed partners, we will require payment for all services, as advised by us, prior to services being completed. This is due to these entities being likely to have a credit facility in place, and having a pre-arranged set-up on our myFairLOG booking system.

Kuehne+Nagel UK are able to offer two types of payment terms, in accordance with the below:



## Credit account

You have an existing credit facility with Kuehne+Nagel UK (please check that this is still valid prior to booking services). If you would like to set up a credit account with us, please contact us to request the relevant forms. This must be completed two months prior to the relevant services being completed.

## Cash on demand (COD)

If you do not have an agreed credit facility with Kuehne+Nagel UK, services must be paid for prior to services being completed. Payment can be made via bank transfer or credit card payment. Please note card payments will incur additional fees from our service provider PayCargo.

**Deadline for bank transfers is: 22/05/2026**



[Pay via PayCargo →](#)

Credit card payments via PayCargo

[Download PDF ↓](#)

Kuehne+Nagel Ltd bank details

Expo  
Halls  
←

Seminars  
→

Live  
Stage  
↗

Info  
→

Lounge  
↓



Inspire. Empower. Deliver.

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