

ORDER FORM/PRE-ADVICE – COPHy WAREHOUSE SHIPMENTS

This is a compulsory form for all exhibitors or suppliers.

Deadline for receipt **27 March 2025**
Please return by e-mail to **irit.sofer @merkur-expo.com**

Exhibitor Name To be delivered to:	
Volume of shipment Indicate number of pieces, weight, and volume	
Type of shipment Indicate exhibition goods, stand fitting material, printed matters, bag inserts)	
Tracking / AWB Number In case of courier shipment	
Hall / Stand No.	
Contact name on-site	
Phone no.	
Invoice Details	
Company Name	
Contact Person	
Mail	
Street	
ZIP Code	
City	
Country	
VAT #	
PO Number if necessary	

- Merkur Expo Logistics GmbH is the sole official forwarder for **COPHY 2025**
- All shipments will be charged based on the official handling tariff.
- All shipments must be pre-advised by using this form sheet.
- Please note the information on logistical processing.
- All shipments must have the official congress labels attached to the shipping instructions.

Date

Customer signature

All services are invoiced according to the official ATTD Amsterdam 2024 Forwarding & Handling Tariff. All work is subject to the German Forwarders' Terms and Conditions, CMR (latest version), ADSp Trading Conditions (latest version) and the Merkur Expo Logistics GmbH liability policy in conjunction with the conditions and tariffs rates for trade fair transportation. For further Information visit our website at www.merkur-expo.com. The liability of Merkur Expo Logistics GmbH ends with delivery and begins with the collection of the freight at the exhibition stand. It is the exhibitor's responsibility to ensure the safety of the material until it is collected by Merkur Expo Logistics GmbH.