

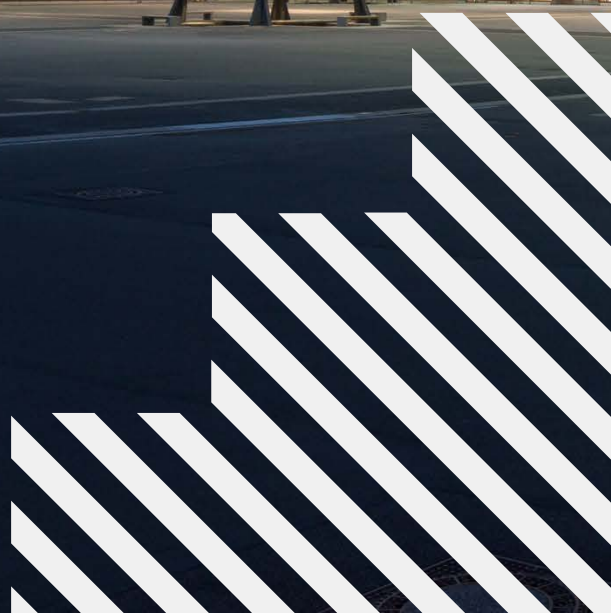
# THE TRADE FAIR FORWARDING AGENT TARIFFS

valid from 01.08.2023



Deutsche Messe

Event your business.



# The Trade Fair Forwarding Agent Tariffs 2023



## General

### § 1

The Trade Fair Forwarding Agent Tariffs 1 through 4 apply for all work performed on site at the Hannover Exhibition Center by forwarding agents authorized by Deutsche Messe AG. The rates for any services not listed herein shall be in line with accepted market rates for the forwarding and storage of goods, or else in accordance with separate agreements to be made between the ordering party and the forwarding agent.

### § 2

The following rates for commissioned forwarding agents represent maximums for each task listed, and are subject to VAT.

### § 3

For all service orders fulfilled by Deutsche Messe's authorized forwarding agents, the latest issue of the German Forwarders General Terms and Conditions ("ADSp" in German) shall apply. These limit in paragraph 23 ADSp the legal liability for damage to goods in the case of damage to goods whilst in care of a forwarder to 8,33 SDR/kg, in accordance with § 431 of the German Commercial Code (HGB).

For orders involving the forwarding or crane handling of heavy cargo in excess of 20 tons per load, the forwarding agent shall bear liability as prescribed in the terms and conditions issued by the latest issues of the "Bundesfachgruppe Schwertransporte und Kranarbeiten" (BSK). Both documents are available for pick-up at the offices of authorized forwarding agents.

### § 4

The scope of liability to be assumed by forwarding agents is defined by the scope of the work to be performed. If the commissioned work involves standard delivery to and collection from a stand, and provided no separate agreements have been made, then the forwarding agent's liability ends upon unloading the goods (exhibition materials or empties) at the ordering party's stand, and resumes upon subsequently collecting the goods at the stand. That applies, even if the exhibitor is not present.

Insurance for the transport, storage or exhibiting of goods is only taken out by forwarding agents or Deutsche Messe if explicitly requested to do so by

the exhibitor. Lacking such insurance, then shipments remain uninsured. In view of existing legal and contractual limitations to liability, exhibitors are strongly recommended to have their forwarding agent or Deutsche Messe take out appropriate transport, storage and/or exhibit insurance.

### § 5

Only forwarding agencies authorized by Deutsche Messe are permitted to use cranes, forklifts with an operator's seat, truck-mounted forklifts, electric high- and low-pallet jacks with operator stance / seat and other material handling equipment on the exhibition grounds.

The following firms only may perform forwarding services on the exhibition grounds, e.g. loading / unloading, delivering exhibits or stand equipment to stand, providing ancillary equipment or clearing customs for temporary / permanent importation of goods.

Electric high- and low-pallet jacks without operator stance / seat can be used for assembly work at the rented stand space only. Loading / unloading and transfers on the exhibition ground are not allowed.

### § 6

This issue of the Trade Fair Forwarding Agent Tariffs takes effect on 01 August 2023, at which time it supersedes and renders invalid all previous issues.

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## § 7

The following forwarding agents are authorized by Deutsche Messe:

### **Kühne + Nagel (AG & Co.) KG KN Expo & Event Logistics**

Europaallee – Bürohaus 6  
D-30521 Hannover  
Fon +49- (0)511/820980-100  
Fon +49- (0)40/30333-2800  
Fax +49- (0)511/820980-270  
[customer.event@kuehne-nagel.com](mailto:customer.event@kuehne-nagel.com)  
[www.kn-portal.com](http://www.kn-portal.com)



### **Schenker Deutschland AG**

Logistikzentrum Messegelände Hannover  
Karlsruherstraße 10  
D-30519 Hannover  
Fon +49-(0)511/89-20061  
+49-(0)511/87005-0  
Fax +49-(0)511/87005-150  
[fairs.hannover@dbschenker.com](mailto:fairs.hannover@dbschenker.com)  
[www.dbschenker.com/de/fairs](http://www.dbschenker.com/de/fairs)





## Trade Fair Forwarding Agent Tariff No. 1

### Groupage cargo

The following calculation rates include all additional costs such as disposition and communication fees, etc. A service flat rate of 30.00 € is charged per event and type of order.

No additional charges will be invoiced for overtime, nights, weekends or public holidays.

1.1	Forwarding and storage of groupage cargo	Rate for every 100 kg or portion thereof (max. of 2,500 kg per shipment)*
1.1.1	Unloading and arranging of goods at the forwarding agent's warehouse; short term storage for up to a max. of 5 days; transport to exhibitor's stand	40,00 €
1.1.2	Transport from exhibitor's stand to the forwarding agent's warehouse, short term storage for up to a max. of 5 days; loading of goods onto forwarding vehicle for shipping	40,00 €
1.1.3	Min. charge per shipment = rate for 200 kg (volume factor: 1 cubic meter = 200 kg)	200 kg
1.2.1	Long-term storage (6 days or longer)	on request

\* Larger shipments shall be charged in accordance with Trade Fair Forwarding Agent Tariff No. 2, or else on the basis of separate agreements.



## Trade Fair Forwarding Agent Tariff No. 2

### Personnel & Equipment

The following calculation rates include all additional costs such as disposition and communication fees, etc. A service flat rate of 30.00 € is charged per event and type of order.

No additional charges will be invoiced for overtime, nights, weekends or public holidays.

2.1	Personnel	€/hour	incl. travelling time; min. of 3 h
2.1.1	Transport assistant	on request	

### 2.2. Fork-lift with driver\*\* incl. travelling time; min. of 1 h

	Lifting capacity	€/hour	
2.2.1.	up to 4 to	139,00	
2.2.2.	up to 6 to	149,00	
2.2.3.	up to 8 to	161,00	
2.2.4.	up to 10 to	184,00	
2.2.5.	over 10 to	to be agreed	

For a continuous operating time of more than 5 hours, the hourly rates are reduced by 15 %. In the case of early assembly and extended dismantling, the minimum charge for a forklift truck with driver is 2 hours plus 0,5 hours for arrival/departure.

### 2.3. Mobile crane with driver\*\*\*

	Lifting capacity	€/hour	min. of 1 h, plus 1 h of travel time
	up to 30 to	208,00	
	up to 40 to	228,00	
	up to 50 to	258,00	
	up to 50 to	to be agreed	

In the case of early assembly and extended dismantling, the minimum calculation for a mobile crane with driver 2,5 hours plus 1,5 hours arrival/departure.

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## 2.4 Truck, semi-trailer/low-loader combination or swap-body truck with driver

	Max. permissible gross vehicle weight	€/hour	incl. travelling time; min. of 1 h
2.4.2	up to 7,5 to	83,00	
2.4.2	up to 7,5 to	110,00	

## 2.5 Truck trailer, manual pallet lifter or similar non-motorized moving equipment

	Max. payload	€/hour	min. of 1 h
2.5.1	up to 1000 kg	23,00	105,00 € per day
2.5.2	Maschinen-Trolley	80,00	390,00 € per day

Hydraulic platforms

See attached list "Prices for scissors-lift and cherry-picker". Exhibitors are urged to place orders online on time via Deutsche Messe's event specific "shop" under the heading „Services”.

\*\* However, the special equipment included in the calculation rates does not include Forklift trucks: lifting height over 550 cm, crane arm / gallows: Surcharge per hour 30,00 €. Possible slings like ropes/ shackles: Surcharge per hour 20,00 €.

\*\*\* Hook-load insurance and heavyweight load risks in accordance with BSK terms and conditions (see also page 1): 5% of total order amount.

Personnel and equipment will be invoiced based on the time actually needed to perform the work (set-up times included) or as previously arranged with and duly signed for by the ordering party. Periods of less than an hour will be rounded up to the next full half hour.



No additional charges will be invoiced for overtime, nights, weekends or public holidays.

## Trade Fair Forwarding Agent Tariff No. 3

### Transport & Storage of Empty Packaging / Full goods

A service flat rate of 30.00 € is charged per event and type of order.

#### 3.1.1 Transport & storage of empty packaging (empties)

Pick-up at the exhibitor's stand, labeling, transport to and collection from on-site warehouses designated by Deutsche Messe, delivery to the exhibitor's stand, incl. all extras such as scheduling and communication charges, fork-lift assistance, etc.

Price per cubic meter or portion thereof, 52,00 €  
for each piece to be handled (per stand and per order)

Express surcharge for return delivery up to 3 hours after the end of the fair per cbm started 13,00 €

Min. charge 2 cbm

Volume discount per ordering party /invoice recipient and exhibition:  
from overall 100 cubic meters 5%  
from overall 250 cubic meters 10%

#### Relevant information:

Examples of empties: pallets, cases, crates, machine cradles. The invoiced volume is determined by the volume of cubic space they fill upon receipt.

The breakdown of large crates into individual loads as well as the stacking and securing of packing materials at the exhibitor's stand is charged for separately, in accordance with Trade Fair Forwarding Agent Tariff No. 2.

Material containing not only packaging but also exhibition goods, stand-building materials, tools, etc. is not regarded as "empty packaging", and thus also not treated as such in terms of liability. Storage and charges for these items as per point 3.1.2.

Empties which are no longer needed must be clearly marked as "waste" and handed over to an authorized waste disposal subcontractor.

#### 3.1.2 Transport & storage of full goods

Pick-up at the exhibitor's stand, labeling, transport to and collection from on-site warehouses designated by Deutsche Messe, delivery to the exhibitor's stand, incl. all extras such as scheduling and communication charges, fork-lift assistance, etc.

Price per cubic meter or portion thereof, 76,00 €  
for each piece to be handled (per stand and per order)

Express surcharge for return delivery up to 3 hours after the end of the fair per cbm started 19,00 €

Min. charge 2 cbm



## Trade Fair Forwarding Agent Tariff No. 4

### Customs Clearance of Exhibition Materials at the On-Site Customs Office

A service flat rate of 30.00 € is charged per event and type of order.

- 4.1 **Importation:** Clearance of customs dispatch notes, ATA Carnet processing, import clearance for temporary or definitive import (purchase)
- 4.1.1 Charge per dispatch note, incl. issuance of customs declaration for a maximum of 1 tariff headings 190,00 €  
each additional tariff item 25,00€
- 4.1.2 Charge for customs security filing (customs declaration) per month or portion thereof as a percentage of the commercial or CIF value of the goods 0,75 % min. charge 45,00 €
- 4.1.3 Commission on advanced duties and tax (definitive import) per month or portion thereof 3 % min. charge 45,00 €
- 4.1.4 Surcharge of late orderers for delivery of customs goods 3 working days before the start of the event 25 % on above conditions
- 4.1.5 Surcharge of late orderers for delivery of customs goods 1 working days before the start of the event 50 % on above conditions
- 4.2 **Re-exportation:** Clearance of temporary importation and processing of customs dispatch notes (T form and Carnet)
- 4.2.1 Charges: see sections 4.1.1.
- 4.2.2 Export customs bond fee per month or portion thereof as a percentage of CIF value 0,75 % min. charge 45,00 €
- 4.3 All other charges such as customs officer fees, translations, four or more tariff headings, etc.: to be invoiced at cost.
- 4.4 Provision customs inspection staff to be invoiced at cost, in accordance with Trade Fair Forwarding Agent Tariff No. 2





## scissors-lifts and cherry-pickers

A service flat rate of 30.00€ is charged per event and type of order.

	per day	Discount for long-term rental starting from		
		4th day	7th day	10th day
Manual load lifter 6 m	129,00 €	119,00 €	109,00 €	95,00 €
Scissors-lift 6 m	179,00 €	159,00 €	149,00 €	139,00 €
Scissors-lift 8 m	189,00 €	169,00 €	159,00 €	149,00 €
Scissors-lift 10 m	209,00 €	189,00 €	179,00 €	159,00 €
Scissors-lift 12 m	229,00 €	209,00 €	199,00 €	179,00 €
Cherry-picker 10/11m	299,00 €	269,00 €	259,00 €	219,00 €
Cherry-picker 15/16m	379,00 €	349,00 €	329,00 €	289,00 €
Cherry-picker 20/22m	449,00 €	429,00 €	379,00 €	349,00 €

Charges will be calculated per each starting working day.

### Delivery/ pick-up/ transfer

Manual load lifter	189,00 €
Scissors-lift up to 12 m	219,00 €
Cherry-picker up to 20/22 m	239,00 €

Exhibitors are urged to place orders online on time via Deutsche Messe event specific shop under the heading "Services".