

# LOGISTICS ORDER FORM INFORMATION & QUOTATION

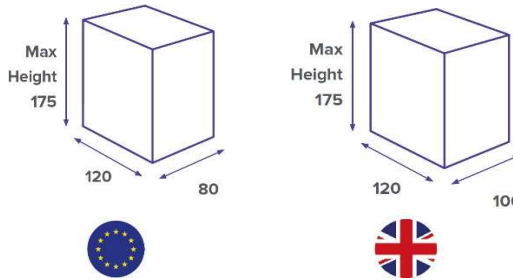
## Pallet Sizes UK & Europe

If you're travelling from the UK to an event in Europe, or vice versa, you need to be aware that there are differences in the type of "standard pallet". A European pallet is 20cm smaller in width than a UK pallet.

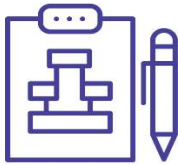
Here's a diagram to help you (just remember this is a rough guide) based on a Luton Van (height)

Based on the UK pallet the cubic metre is  $1.2 \times 1.0 \times 1.75 = 2.1m^3$

Based on the EU pallet the cubic metre is  $1.2 \times 0.8 \times 1.75 = 1.68m^3$



## International Postage



The first step to clearing customs is completing a combined commercial invoice and packing list. It's a simple form our global agents can help you complete, all you need to do is answer some basic questions about your packages and what's in it.



If you're from a non-EEC country and you're bringing merchandise in for your exhibition (even in your hand luggage); you must declare it to HM Revenue and Customs (HMRC). Due to the complexities with customs formalities, we highly recommend you ship to the event utilising our trusted global agent network. Our customs team can provide you with contact details of our agent in your country.



If you're using an international courier, get some details on how they will manage your duty and VAT. Most exhibition logistics suppliers (like us) have special facilities in place for the event, including facilities for temporary importation without payment of duty/VAT - as apposed to most couriers who will charge full rate of duty and tax.



**PRO TIP:** The UK is no longer part of the EU, therefore any shipment arriving outside of the UK will require customs clearance. Please contact our in-house customs team for all import and export advice: [clearance@ges.com](mailto:clearance@ges.com)

## Organising your Logistics

01

Fill in the all the information



02

Select your service



03

Read all information including exclusions + Terms & Conditions



04

Attach PDF on email to [event.logistics@ges.com](mailto:event.logistics@ges.com)

**Order Form: GES Logistics**

Global Experience Specialists (GES) Ltd, Unit 13, Perimeter Road, NEC, Birmingham, B40 1PA  
 T: +44 (0) 121 782 4433 E: rcotton@ges.com



**PLEASE COMPLETE THE FOLLOWING FORM AND RETURN TO THE ABOVE EMAIL ADDRESS BY 03/09/2025**

Event Name:	BETT ASIA 2026	Hall Number:	
Venue:	Mandarin Oriental Hotel, Kuala Lumpur	Stand Number:	
Event Dates:	23rd - 24th October 2026	Date required on stand*	
Stand Name:		Time required on stand*	
Billing Company:		Contact Name on Stand:	
Billing Address:		Contact Number on Stand:	
		Date collect from stand**	
Email Address:		Time collect on stand**	
Print Name:		Purchase Order Number:	
Telephone Number:		VAT Number:	

\* This is for guideline purposes only, GES will confirm timings available for unloading, delivery to stand in our order confirmation. \*\*This is for guideline purposes only, GES are not responsible for any goods left unattended on stands.

Please click in the below boxes and use the drop down menu to indicate which services you require:

TRANSPORT / CUSTOMS SERVICES - QUOTATIONS UPON REQUEST:			
Is collection from the address mentioned above?	<input type="checkbox"/>	If No please confirm collection address below:	
<i>Please advise collection address:</i>			
Unloading from vehicle to booth including storage of empty cases	\$40.00	per cbm	Min: \$80.00
Reloading from booth to vehicle including return of empty cases	\$40.00	per cbm	Min: \$80.00
Collection from exhibitor premises (as per the above address):			
(Please confirm what date we can collect from your premises):			
Return delivery to exhibitor premises after event (as per the above address):			
(Please advise what date you require delivery to your premises):			
CONSIGNMENT DETAILS:			

QUANTITY	DESCRIPTION OF GOODS	L x W x H (cms)				WEIGHT (Kgs)
		L	W	H	m3	
E.g 1 Pallet	e.g Standfittings					165
					0	
					0	
					0	
					0	
					0	

By completing and submitting this form you agree to the terms and conditions stated below:-

All Business is undertaken in accordance with our conditions of trade - a copy is available on request. Minimum invoice charge: \$75.00. Above prices are our Early Bird rates, a 20% increase is applicable for orders placed outside of the deadline stated above. A further 20% increase for orders placed onsite. 25% cancellation fee is applicable to orders cancelled within 48 hours of work commencement. Payment is due in full prior to commencement of work.