

SHIPPING INSTRUCTIONS

Scand-LAS 2026 Conference





Introduction

Contact Details

Exhibition Timetable

Introduction

DSV have been appointed as the official freight and on-site handling contractor for exhibitors at **Scand-LAS**

The following instructions are designed to assist you with the movement of exhibits and stand building materials.

Failure to comply with these instructions and deadlines may cause unnecessary delays in handling / clearance and additional expenses being incurred.

Contact Details

Before the event, all enquiries should be routed via:

expo@dk.dsv.com

Tel: +45 43 20 38 50 / +45 32 47 30 17

During the event:

DSV will be contactable during the build-up, show open & break-down periods.

Exhibition Timetable

Build up date(s): 26 May 06:00 – 12:00

Early access: Contact organizer

Show date(s): 26 – 28 May

Break down date(s): 28 May 15:30 – 20:00

29 May 07:00 – 14:00

Exhibition area must be cleared by 20:00 on 29th May

Deadline and Pre-alerts



Booking Deadline

All bookings must be made by the **11th of May 2026**. Any booking after this date will incur a late booking surcharge. All bookings to be sent to expo@dk.dsv.com



Road Freight Arrival at Warehouse

Via **20th May 2026**
warehouse:

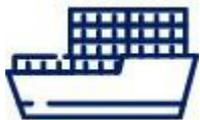
Warehouse address

DSV Solutions A/S	Scand-LAS 2026
Emma Gads Vej 11	[Exhibitor Name]
Loading Area E	[Stand No]
DK-2300 Copenhagen S.	



Air Freight Arrival at Copenhagen Airport (CPH)

Air Freight (outside EU) **18th May 2026**



Sea Freight

LCL:	25 days prior to stand delivery date
FCL:	20 days prior to stand delivery date

Consignee Instructions



Non-EU Road Freight Consignee – via Warehouse

DSV Solutions A/S
Fairs & Events
Emma Gads Vej 11
Loading Area E
DK-2300 Copenhagen S
Tel. +45 43 20 38 50

Notify Party: **Scand-LAS 2026**
[Exhibitor Name]
Stand No.

T1 Consignee:

DSV Solutions A/S
Fairs & Events
Emma Gads Vej 11
DK-2300 Copenhagen S.

IMPORTANT – Please send commercial invoice and documents for checking.



Direct Road Freight

DSV Fairs & Events
c/o The Hangar – Comfor Hotel
Ellehammersvej 18
2770 Kastrup

Notify Party: **Scand-LAS**
[Exhibitor Name]
Stand No.

IMPORTANT – Only possible during build up



Air Freight Consignee

MAWB Consignee:

DSV Solutions A/S
Fairs & Events
Emma Gads Vej 11
DK-2300 Copenhagen S

Notify Party: **Scand-LAS**
c/o Exhibitor Name
Hall No. / Stand No.



Sea Freight Consignee

B/L Consignee

DSV Solutions A/S
Fairs & Events
Emma Gads Vej 11
DK-2300 Copenhagen S

Notify Party: Scand-LAS
Exhibitor Name
Hall No. / Stand No.



Customs – Temporary and Permanent Import

Temporary Import

May be arranged under ATA Carnet or a DSV customs bond. All items under bond must be returned by DSV.

Permanent Import

Applicable duties and vat must be paid upon entry

ATA Carnet

Please contact your local Chamber of Commerce to obtain instructions for obtaining and completing an ATA Carnet. If using an ATA Carnet, we will need Power of Attorney for DSV Solutions A/S – please contact DSV team for POA.

Combined Commercial Invoice / Packing List

Must be completed and addressed as follows - please contact DSV team for Template

CIF 2026

Exhibitor Name.....

Hall Number.....

Stand Number.....

The invoice should include the following information:

- Full description of all items with individual quantities and values
- Total CIF value in EUR or USD
- HS code (10 digits) for each item including net weight
- Serial numbers if applicable
- Country of Origin
- Gross weight/net weight

Descriptions such as “exhibition goods” or “advertising material” will be NOT accepted by the customs authorities

Please remember the description will need to be understood by people that are not familiar with your goods. The invoice should clearly state that the shipment is a Temporary Import or Permanent Import.

Please be advised that all goods entered temporarily under our bond / guarantee, remain under our control. At the end of the show, they should either be re-exported or subsequently permanently imported, by DSV only. Goods imported on DSV bond cannot be handed over to third parties to export from Denmark

Courier Shipments

Courier companies cannot arrange import customs clearance and will not deliver to your stand

All non-EU shipments must be customs cleared by DSV Solutions A/S

You must consign all courier shipments for **Scand-LAS** to **DSV Solutions A/S**

And ship it to:

DSV Solutions A/S

Fairs & Events

Emma Gads Vej 11 Loading Area E

DK-2300 København S



Documentation

Each shipment must be accompanied by a full set of documents.

Sea freight

- Xpress B/L
- Commercial invoice
- Packing list (if available)
- Insurance policy (if available)
- Certificate of origin / preferences (if applicable*)

Airfreight

- Air waybill (AWB)
- Commercial invoice
- Packing list (if available)
- Certificate of origin / preferences (if applicable*)

Road freight

To avoid any problems with customs authorities, please present all necessary customs documents such as T-form, Carnet ATA etc., certificate of origin / preference (if applicable*) to our office upon arrival at Copenhagen. *(G.S.P. FORM-A, EUR.1, ATR.1)

CBAM

The EU Carbon Border Adjustment Mechanism (CBAM) applies to **iron & steel (HS code 72)**, **aluminum (HS code 76)**

Because permanent import would make the exhibitor the **declarant of record for future CBAM liabilities steel, aluminum and iron items may NOT be cleared for permanent importations for this event.**

All such goods must be entered under **temporary admission (ATA Carnet or DSV's temporary import bond)** and re-exported by DSV after the event

ITAR (International Traffic in Arms Regulations)

The International Traffic in Arms Regulations (ITAR) are US Government regulations that control imports and exports of defense related articles (items/ service/ software etc.) as listed on the USML (United States Munitions list)

It is responsibility of the shipper to inform DSV, in advance of shipping any ITAR regulated freight. Please contact us for details should you require information for your license application.



Case Markings

Courier Shipments

Case Markings

We suggest that your goods are well packed and labelled for easy identification, all packages should be marked as follows:

Scand-LAS 2026
C/O DSV

Name of Exhibitor: _____

Stand Number: _____

Case Numbers: _____

Gross Weight/Net Weight: _____

Dimensions: _____

On-Site contact + Mobile Phone: _____

If your goods are from outside the EU, they may be examined by customs. Please attach a packing list to the outside of your case to assist customs in locating items within your shipment.

Insurance – Payment Terms



Insurance

All work is covered under our NSAB 2015 Conditions. It is recommended that all exhibitors should arrange comprehensive cover for their goods. This should cover the shipment to the show site, the period of display and the return to the country of origin, or an appropriate disposal period at the conclusion of the exhibition.

Unless specifically insured, DSV is not responsible for any loss, pilferage, or damage whilst goods are left unattended on the stand. Although we will aim to make delivery to and collection from the stand, at the specified time requested, we cannot always guarantee this. Therefore, please ensure that goods are fully insured to cover all risks.

DSV can offer a competitive insurance quotation. Please see our Handling Tariff



Terms of Payment

Please note that credit will only be offered if you have an active credit account with **DSV Solutions A/S** or are shipping through an agent with such an account. Otherwise, all services must be prepaid

Bank details as follows:

Bank name:	Nordea Bank Danmark A/S
Currency:	EURO
Account name	DSV Road
A/C No.	2149 0724121284
Swift Code	NDEADKKK
IBAN:	DK1720000724121284

CREDITCARD PAYMENT LINK AVAILABLE ON REQUEST

VISA and Mastercard accepted (surcharge 3%)

