



## Shipping Guidelines



**EAHP 2026 | CCIB BARCELONA | 18th - 20th March 2026**

### INTRODUCTION

DHL Trade Fairs & Events UK Limited has been appointed as the official logistics contractor and as such is the only company providing handling, storage, and customs clearance for this event. Below you will find information on the services we offer and guidance as how to dispatch shipments to the event.

There will be a strict Unloading schedule in place to ensure that all goods will be handled to or from stand within a set time frame which exhibitors and stand builders will need to apply to DHL for unloading slots prior to the event. Delays will occur for anyone attempting to deliver without a timeslot.

### 1 IMPORTANT DATES

Set-up	Monday	16th March
	Tuesday	17th March
Congress Dates	Wednesday	18th March
	Thursday	19th March
	Friday	20th March
Dismantling	Friday	20th March

### 2 PRE-ADVISE / ORDER FORM DEADLINES

(Orders received after the deadlines will incur surcharges as outlined in the Official Logistics Tariff)

Order Deadline for Transport, Forklift and onsite Services	Monday	9th February
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**ALL VEHICLES MUST BE PRE BOOKED AND REGISTERED TO BE ABLE TO ACCESS UNLOADING ZONE  
(TO DISCUSS & ARRANGE YOUR DELIVERY PLEASE CONTACT ( [simon@dhl-exh.com](mailto:simon@dhl-exh.com) )**

**ALL PRE-ADVISES INCL. A FULL SET OF DOCUMENTS MUST BE SENT TO:**  
**DHL Trade Fairs & Events (UK) Limited**  
**United Kingdom**  
**Attn: Simon Latchford / [simon@dhl-exh.com](mailto:simon@dhl-exh.com) / Tel: + 44 7966 623777**

### 3 TRANSPORT INSTRUCTIONS

We are happy to assist with any transport requirements you have to / from the event by various modes available. DHL are able to arrange shipments via Airfreight, Roadfreight, Express shipments and Ocean Freight.

If you require assistance please advise the blow information and we would be happy to assist and make you an offer.

- Size / Weights of goods to be transported
- Earliest date for possible collection
- Full collection address & loading facilities
- Value for customs purposes (for non EU shipments)

**3.1 AIRFREIGHT** (Documents must be sent to DHL prior to shipping to be checked and given the green light to send)

<b>CONSIGNEE AIRWAYBILL INSTRUCTIONS (AWB)</b> <b>Expo Logistic</b> <b>C/Botanica, Entrada 4</b> <b>Fira Gran Via</b> <b>08909 Hospitalet</b> <b>Barcelona</b> <b>EAHP 2026 / exhibitor name / booth number</b>	<b>Resa</b>        	<b>NOTIFY PARTY</b> <b>Resa Expo Logistic</b> <b>C/Botanica, Entrada 4</b> <b>Fira Gran Via</b> <b>08909 Hospitalet</b> <b>Barcelona</b> <b>EAHP 2026 / exhibitor name / booth number</b>
<b>ARRIVAL AIRPORT</b>		<b>Barcelona (BCN)</b>
<b>AIRPORT ARRIVAL DEADLINE</b>		<b>9th March 2026</b>
<b>All Shipments must be sent " Freight Prepaid"</b>		

<b>3.2</b>	<b>Road Freight (Direct deliveries to Venue)</b>  If you arrange your own transport, then you <b>MUST</b> book unloading slots with our company for any vehicles arriving at the venue as outlined in the introduction. Address for direct deliveries to the venue can be found below <b>RESA EXPO DIRECT TRUCKS</b> EventName:___ / ExhibitorName:___ Plaça de Willy Brandt, 11-14 CCIB -Centro de Convenciones Int. de Barcelona 08019 Barcelona GPS (CCIB): 41.408966, 2.219070
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<b>3.3</b>	<b>Advanced Warehouse (deliveries to be made prior official set up dates )</b>  If you prefer to Deliver / Collect your shipments prior to the official set up & Dismantling days, you can dispatch your shipment to our local Holding warehouse for us to receive cargo and transfer to venue & deliver to your stand at day and time of your requirement. Please view the official tariff for charges for this service. The delivery address is:  <b>Velorum Logistics GmbH</b> <b>C/O EAHP 2026 –Stand name / number</b> <b>Auf dem Sand 27</b> <b>40721 Hilden</b>  <b>Contact: Julia Schmidt +49 (0) 173 70 55 551</b>		
	<table> <tr> <td><b>LATEST ARRIVAL DATE (EU Origin shipments)</b></td><td><b>Wednesday 11th March 2026</b></td></tr> </table>	<b>LATEST ARRIVAL DATE (EU Origin shipments)</b>	<b>Wednesday 11th March 2026</b>
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	<p>For UK / Non-EU shipments please allow time for goods to clear customs (see below) recommended latest arrival time is at least 7 working days before build-up of the event. If customs formalities are required, DHL will automatically plan any customs procedures required for courier shipments sent without pre-advice once notified by the carrier to avoid exhibitors having delays with their goods.</p> <p>All charges for handling, customs clearance, T-Document registrations, and VAT &amp; Duties with payable by the exhibitor or shipper and no goods can be released from our warehouse until payment has been agreed.</p>		
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<b>3.4</b>	<b>OCEAN FREIGHT</b>
	If you require Ocean freight, please contact us for full instructions and this will be advised on request.

<b>4</b>	<b>PAYMENT TERMS &amp; RATES</b>
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Unless freight is routed via one of our appointed agents, we will require payment of all charges, as advised by us, prior to the start of the exhibition. Personal or foreign cheques / cash payments are not acceptable Settlement can be made by the following methods on receipt of our invoice accompanied by a secure payment link. needs to be made by either bank-transfer, MasterCard, VISA or Amex on receipt of our invoice

- Bank Transfer (BACS)
- Mastercard / Visa
- American Express (AMEX) please advise if this is your preferred method

For all onsite handling rates please see our Official Logistics Tariff available in the Exhibitor Manual.

## 5 Insurance & Liability

We operate exclusively in accordance with the latest version of the British International Freight Association (BIFA) General Terms and Conditions of Trading.

These limit the legal liability for damage to goods in certain circumstances whilst in the care of a forwarder. The forwarders custody liability ends with the delivery of the consignment to the exhibitor's stand even if the exhibitor or his representative is not present.

If you are transporting valuable goods. we strongly suggest sourcing additional insurance yourselves to cover the value of the goods.

## YOUR LOGISTICS PARTNER FOR EAHP 2026

DHL Trade Fairs & Events (UK) Limited  
Unit 17 & 9 Second Exhibition Avenue  
NEC Birmingham B40 1 PJ  
United Kingdom

Contact : Simon Latchford E-Mail : [smon@dhl-exh.com](mailto:smon@dhl-exh.com)

We wish your company every success at EAHP 2026



[www.dhl-exh.com](http://www.dhl-exh.com)

