



# Designers' Open<sup>2018</sup>

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## Information for exhibitors at Designers' Open 2018 Shipments to KONGRESSHALLE am Zoo Leipzig

### Delivery during stand construction or during the event

Shipments sent by the exhibitor via parcel and courier services, or forwarding companies, are delivered directly to the exhibition stand when the following requirements have been fulfilled:

- The address of the recipient is clear and provided as follows:

**KONGRESSHALLE am Zoo Leipzig**

**Name of event**

**Name of recipient/company**

**Hall/Room, Stand no.**

**Pfaffendorfer Str. 31**

**04105 Leipzig**

- It must be guaranteed that the exhibitor / someone designated by the exhibitor at the stand can personally receive the shipment. (For reasons of insurance, and due to non-existing storage capacities, staff of KONGRESSHALLE cannot take delivery of any shipments for exhibitors or their representatives.)
- Shipments are delivered during the official stand construction times or during the official opening times of Designers' Open 2018 (see Special Conditions of Participation for Designers' Open 2018)

### Delivery prior to stand construction

Shipments that are to be delivered and stored prior to the scheduled stand construction time for Designers' Open (in other words, before 24.10.2018, 12 p.m.), must be addressed to the following:

**DHL Trade Fairs & Events GmbH**

**Messe-Allee 1**

**04356 Leipzig**

**Disposition: Event/Exhibitor/Hall or Room/Stand no.**

The shipment must arrive by 23.10.2018 at the latest.

For just-in-time delivery on your desired date to your exhibition stand at KONGRESSHALLE am Zoo Leipzig, you need to additionally fill in the order form G1, Pt. 3 in the Designers' Open online order system ([www.designersopen.com/order](http://www.designersopen.com/order)). There are fees for storage and delivery.

Personal receipt by the exhibitor / someone designated by the exhibitor at the stand at KONGRESSHALLE am Zoo Leipzig, at the agreed time, must be guaranteed.

#### Fees for storage and delivery

Courier shipments up to 50 kg: € 36.25

exceeding this amount, per 100 kg: € 36.25 (min. charge 200 kg = € 72.50)

(E.g.: 40 kg = € 36.25, 70 kg = € 72.50, 110 kg = € 72.50, 210 kg = € 108.75)

Contact for enquiries:

**DHL, Trade Fairs & Events GmbH: Tel. +49 341 678-7244, [fairs.lej@dhl.com](mailto:fairs.lej@dhl.com)**