

GENERAL SHIPPING INSTRUCTIONS FOR INTERNATIONAL EXHIBIT MATERIALS COMING TO THE CZECH REPUBLIC

All goods should be shipped on a prepaid basis and should arrive in the Czech Republic

- 1. Courier Shipments from EU Countries – delivery deadline
to our warehouse: 29.8.2026**
- 2. Courier Shipments from NON-EU Countries – delivery deadline
to our warehouse: 26.8.2026**

Note: We will be ready to take receipt of your goods 14 days prior to the event.

In case of sending a courier shipment, please be sure to send us a pre-advice with the full details of the shipment: courier company, number of pieces and tracking number. It is important that you label your shipments based on our instructions. If you fail to do so, we will be unable to receive them and clear them through customs for you. Please use delivery agreement DDP (Delivery Duty Paid). BECKSPEDITION is not obligated to pay customs fees and VAT for clients' shipments. Shipments will be delivered to the client's booth provided that the invoice for unloading, short-term storage, delivery to booth and in some cases, customs clearance will have been paid.

Possible payment options: bank transfer, card or cash at the booth

Delivery address:

BECKSPEDITION
Výstaviště 67
170 00 Praha 7 - Holešovice
Czech Republic

Phone: Pavel Beck +420 602 311 950
Pavel Beck jr. +420 723 752 673
E-mail: beck.pavel@volny.cz | beck@beckspedition.eu

Notify: The name of the exhibition / congress: FDI 2026

Exhibitor:

Stand no:

c/o BECKSPEDITION PRAGUE

2. Airfreight Shipments deadline: 26.8.2026

Please send all airfreight shipments to Prague airport only. Airway bill (AWB) must be sent prepaid and consigned to:

Consignee on AWB:

Ing. Pavel Beck
Chrastavská 113/4
190 00 Praha 9
Czech Republic

Notify: The name of the exhibition / congress: FDI 2026

Exhibitor:

Stand no:

c/o BECKSPEDITION PRAGUE

IMPORTANT!!!! Please do not send any airfreight shipments unless you receive very specific instructions for invoices, packing list, etc.

3. Full load trucks

Delivery address:

O2 Universum
Českomoravská 2345/17 a
190 00 Prague 9
Czech Republic

Contact: Mr. Pavel Beck t: +420 602 311 950

ADVICE OF SHIPMENTS

All shipments should be advised by E-mail to us 2 days before the arrival of the goods in the Czech Republic at the latest.

INSURANCE

All goods must be fully insured with all risk coverage. We regret that we can take no responsibility for goods after delivery to the exhibitors stand regardless of whether the exhibitor is present or not.

PAYMENT TERMS

In order to ensure move in/out of your shipment/s please complete and sign the attached material handling form/payment confirmation and return it to our attention. Please note that your signature will be used as payment guarantee based on the general tariff.

All invoices must be settled by exhibitors/contractors and agents before the start of the congress. In case of non-payment of invoices, shipments will be held in storage until the invoices are paid in full.

Please note that all payments are in €.

Any services not outlined in the attached tariff will be quoted on an individual basis.

Please find enclosed our Tariff for the services as above and our order form.

With kind regards

Pavel Beck