



SHIPPING & ADVANCE WAREHOUSE SERVICE

Advance warehouse:

The advance warehouse allows exhibitors the opportunity to utilise courier tariffs and send their exhibiting materials to our warehouse. From arrival at our warehouse, Neos will then handle the shipment directly to your exhibition stand at the start of 'build-up', the materials are already at the stand ready for you

The advance warehouse deadline date for shipments to be received is 23rd March 2017

Neos Logistics will also be offering a full door to exhibition stand service. Neos will collect the shipment from your premises anywhere in the world, and have it at your stand at the start of 'build-up'. Please contact sales@neoslogistics.com for more information.

Deadline date for shipments to be collected in the UK, for delivery to exhibition stands is 20th March 2017.

For shipments that need collecting outside the UK/EU, please contact Neos directly for quotes and shipment collection dates as this will vary from country to country.

Logistics process for exhibitors selecting the shipping service (at extra cost):

Start of the exhibition:

- Exhibitor deliveries to the advance warehouse, or Neos collects the shipments
- Shipment arrives at Neos warehouse
- All shipments are labelled with exhibitors name, stand number and show name and full piece counts are confirmed for each exhibitor
- Neos store the goods until the 'build-up' period starts
- Neos hand delivers the shipment to each exhibition stand in the venue
- Neos takes pictures for records of the goods at each stand, and does final piece count

After the exhibition:

- During the last day of the show, Neos will provide return shipping labels
- Once the exhibitor has finished packing, they need to attach a label to each piece that is returning and are free to leave the venue
- Neos will have a dedicated onsite team who will be monitoring the exhibitor's progress during the breakdown period.
- Neos will take piece counts and pictures for our records, then load the collection vehicle with the goods.
- The goods will be delivered back to the advance warehouse for processing
- At this point, the exhibitors can either have the goods collected again by their regular supplier, or Neos can provide quotes for the goods to be returned back to origin.

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