



OFFICIAL SHIPPING MANUAL

MWC25 LAS VEGAS

INTERNATIONAL SHIPPING CONTACT:

Sole International Freight Forwarder and Customs Broker
Exhibition Freighting G.S.M.

T: +44 (0)1732 885 131
F: +44 (0)1732 886 689

Michael Armitage
michael@ef-gsm.com

US SHIPPING CONTACT

T: +1 714 7684145
Kym Marmolejo
kym.marmolejo@dsv.com





OFFICIAL FREIGHT FORWARDER AND CUSTOMS BROKER

We are pleased to confirm that Exhibition Freighting GSM Ltd has been appointed as the Sole Official Freight Forwarder and Customs Broker for MWC25 Las Vegas. The services we will be providing include the following:

- International and US domestic shipping and transportation services from door to venue and vice versa
- US customs brokerage
- US Temporary Import Bond
- On-site support

INTERNATIONAL SHIPPING INSTRUCTIONS

ARRIVAL DATES

	<i>PLACE OF ARRIVAL</i>	<i>ARRIVAL DEADLINE</i>
AIRFREIGHT	LAS (Non-Carnet Shipments Only)	10 WORKING DAYS PRIOR TO REQUIRED DELIVERY DATE
	LAX (ATA Carnet Shipments Must be sent to LAX)	14 WORKING DAYS PRIOR TO REQUIRED DELIVERY DATE
ALL CARGO NEEDS TO BE DELIVERED TO THE FREEMAN ADVANCE WAREHOUSE – DEADLINE DATE 06/10/2025. FREEMAN ARE NOT ACCEPTING DIRECT SHOWSITE DELIVERIES ON THIS EVENT.		

DOCUMENT DEADLINES

Airfreight: Please send your documents for approval prior to shipping. We need the following:

- Copy of commercial invoice / packing list
- Copy of Airwaybill
- Completed service order form

Please send all documents to michael@ef-gsm.com for approval prior to shipping.

CASE MARKINGS

The shipping mark for all cases must be as follows:

For shipments being sent to the Advance Warehouse, the shipping mark for all cases is as follows:

Exhibiting Company Name / Booth #

MWC25 LAS VEGAS
C/O FREEMAN
6675 W SUNSET RD
LAS VEGAS, NV 89118
USA

CONSIGNMENT INSTRUCTIONS**AIRFREIGHT**

All Airwaybills must be consigned as follows:

CONSIGNEE:

EXHIBITION FREIGHTING GSM LTD
3150 PARADISE RD
LAS VEGAS, NV 89109, USA

NOTIFY:

DSV C/O PFC
CTC: CATHY NGUYEN
TEL: +1 424 6750986
EMAIL: Cathy.Nguyen@dsv.com

ROADFREIGHT / COURIER SHIPMENTS

We don't recommend using courier companies to send international shipments to the event, due to the possibility of delays and issues with US customs clearance. In the event you do elect to use your own courier company to ship to the event, we would recommend you arrange to send the shipment to the Freeman Advance Warehouse Location.

DOCUMENTATION REQUIRED FOR CUSTOMS CLEARANCE

A Commercial Invoice / Packing List must be raised for any shipment originating from outside the USA, for customs clearance purposes.

Invoices should be addressed as follows:

EXHIBITION FREIGHTING GSM LTD
MWC25 LAS VEGAS
C/O **EXHIBITOR NAME**
3150 PARADISE RD
LAS VEGAS, NV 89109, USA
BOOTH NO.....

The commercial invoice should clearly indicate which items will return to origin (temporary import) and items for giveaway/distribution (permanent import).

The invoice/packing list must also include the following information:

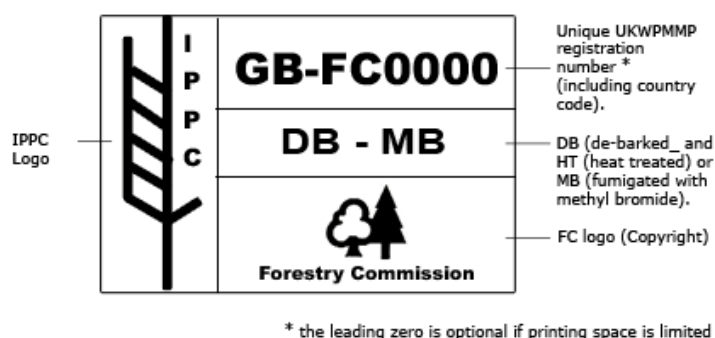
- Description of each item
- Serial number of each item (if applicable)
- Model number of each item (if applicable)
- Harmonised tariff code for each item
- Values for each item
- Country of manufacture
- Any textile material should include fabric content and confirmation of whether knit of woven or died or printed

TEXTILES

When shipping textiles or apparel of any kind, it is very important that detailed descriptions of the merchandise be provided for each item, e.g. long sleeve T-shirts, 100% cotton, white with blue stripes, size: large, quantity 8. Indicate if textiles are woven or knitted. It is important to state the Country of Origin and the merchandise must be labeled as such. Please explain if the textile is died or printed and please be sure to describe how each material is being shipped, e.g. roll or swatch. Please indicate the dimensions of each piece.

WOODEN PACKING MATERIAL REQUIREMENTS

Any wooden packing material must be ISPM compliant for importation into the USA and must bear the following IPPC marking.



Any wooden packing material arriving without this marking is liable for either immediate re-export to origin or destruction, both at the cost of the shipper.

MATERIAL HANDLING CONTRACTOR / ADVANCE WAREHOUSE / DIRECT DELIVERIES TO VENUE

Freeman are appointed as the official material handling / drayage contractor for this event. Freeman will be offering an advance receiving warehouse for the event and will be responsible for freight handling on-site at the Fontainebleau Las Vegas Hotel and will charge for this service. Exhibitors will be responsible for settling material handling / drayage charges directly with Freeman and all such charges are excluded from our tariff.

OTHER INFORMATION

Insurance

We strongly recommend that all exhibitors arrange insurance coverage to include transit to and from the exhibition, whilst on display and in storage. Please note that EF-GSM Limited do not insure automatically unless asked to do so in writing. Please note that it is the exhibitors' responsibility to ensure that if goods are left on the stand, adequate security measures are taken to ensure the security of such items. EF-GSM Limited is not liable for any losses, theft or pilferage.

Late arrival surcharges

Any shipments arriving after our deadlines will be subject to a late arrival surcharge of an additional 30% of our official tariff.

Basic Conditions of Contract

All work undertaken is subject to the BIFA (British International Freight Association) terms and conditions (2021 Edition).

Our invoices will be due immediately after issue without any further notice. New customers or those with whom we have not agreed terms of payment will be asked to pay charges prior to the start of the event, on-site during the event or before return shipping of their exhibits. All charges levied will be in accordance with the official exhibition tariff.

EF-GSM FORWARDING SERVICES ORDER FORM MWC25 LAS VEGAS

Please send this form to michael@ef-gsm.com

BILLING DETAILS:

Company Name:	
Address:	
Zip Code /Post Code:	Country:
Tel:	VAT No.
Fax:	E-mail:

DELIVERY DETAILS:

Exhibitor name:			
Hall / Stand no:			
Onsite Contact name:		Contact mobile:	
Delivery Date to Stand:			

SERVICE OPTIONS (Please (X) which of the below services you require):

<p>1. DOOR TO EVENT: We require EF-GSM or partner office to arrange collection from my premises, arrange all customs clearances to delivered Show Advance Warehouse.</p> <p><input type="checkbox"/> Please contact me regarding my shipment</p>	<p>2. FROM ARRIVAL AIRPORT / PORT TO STAND: Our own freight forwarder will get the goods to local airport or port and we will require Customs clearance, collection from port / airport and delivery to stand.</p> <p><input type="checkbox"/> Please ensure you complete your shipment details below.</p>
<p>3. RETURN SHIPPING: We require EF-GSM to arrange collection of our return shipment from the event venue and arrange return shipping to the following destination:</p> <div style="background-color: #4a7ebb; height: 20px; width: 100%; margin-bottom: 5px;"></div> <p><input type="checkbox"/> Please ensure you complete your shipment details below,</p>	

APPROXIMATE SHIPMENT DETAILS:

Name of own Freight Forwarder / Courier company / Haulier:
AWB / Tracking or Waybill no. / Vehicle Registration:
Estimated date goods due to arrive at Warehouse:
Nº of pieces:
Shipment Weight:
Shipment Volume:
Type of Goods:
Shipment Value:
Shipment Dimensions (If Available):

All work is undertaken under BIFA (2021 Edition) trading terms and conditions, copy on request. All charges for the above services will be charged as per the official tariff. All charges must be settled in full prior to delivery unless otherwise agreed.

Freeman[™]

R U S H

R U S H

Freeman[™]

DO NOT DELAY

DO NOT DELAY

RECEIVING DATE BEGINS: September 15, 2025

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DEADLINE DATE IS: October 06, 2025

DEADLINE DATE IS: October 06, 2025

TO: _____

Exhibiting Company Name

C/O Freeman

6675 W Sunset Rd

Las Vegas, NV 89118

USA

TO: _____

Exhibiting Company Name

C/O Freeman

6675 W Sunset Rd

Las Vegas, NV 89118

USA

Advance Warehouse Shipping Labels

536986

EVENT: MWC25 Las Vegas

BOOTH NUMBER: _____

Advance Warehouse Shipping Labels

536986

EVENT: MWC25 Las Vegas

BOOTH NUMBER: _____

NUMBER _____ OF _____ PIECES

NUMBER _____ OF _____ PIECES

subject to change.