

SHIPPING INSTRUCTIONS & TARIFF



FARNBOROUGH
INTERNATIONAL

AIRSHOW

22-26 JULY 2024

FARNBOROUGH INTERNATIONAL AIRSHOW 2024

22 - 26 JULY 2024

ceva
LOGISTICS

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| INTRODUCTION

CEVA Showfreight are the sole, officially appointed freight contractor for the 2024 event. The following instructions are intended to assist all parties involved with keeping the operation as simple as possible, and to ensure the smooth flow of freight to and from the event. We have a truly global network of specialist exhibition logistics agents who will work closely with you when arranging the management of your shipments to your exhibition stands and chalets.

| KEY INFORMATION

TO VIEW THE FULL BUILD-UP / BREAKDOWN SCHEDULE PLEASE [CLICK HERE](#)
TO VIEW OUR EXHIBITION REGULATIONS PLEASE [CLICK HERE](#)



LATEST ARRIVAL DEADLINES

FULL CONTAINER LOADS (FCL) ARRIVAL AT UK PORT

10 days prior to date required on stand

LESS CONTAINER LOADS (LCL) ARRIVAL AT UK ICD

15 days prior to date required on stand



AIRFREIGHT TO ARRIVE AT LONDON HEATHROW

10 days prior to date required on stand



ROAD FREIGHT VIA ONSITE WAREHOUSE

48 hours prior to delivery on stand



COURIER SHIPMENTS

48 hours prior to delivery on stand

SURCHARGES

A 25% late arrival surcharge will apply for:

Ocean freight arriving within 10-7 days of date required on stand

Air Freight arriving after 08 July 2024

A 50% late arrival surcharge will apply for:

Ocean freight arriving within 6-4 days of date required on stand

Air Freight arriving after 15 July 2024

All exhibition stands, carpets, electrics and furniture,
must be fully installed by 19 July 2024.

Freight operations will cease AT 18:00hrs on 19 July 2024.

OCEAN | AIR

All Seafreight consignments should be sent freight pre-paid to any UK port and bills of lading consigned as follows:

CEVA SHOWFREIGHT

UNIT 3A,
EXHIBITION AVENUE
NATIONAL EXHIBITION CENTRE
BIRMINGHAM
B40 1PJ

TEL: +44 (0) 330 587 7777

NOTIFY:

CEVA SHOWFREIGHT
FARNBOROUGH INTERNATIONAL AIR SHOW
EXHIBITOR NAME / HALL & STAND NUMBER
FARNBOROUGH@CEVALOGISTICS.COM

Documents required:

- Copy of Bill of Lading
- Copy of Invoice / Packing List

MBOL for LCL freight not consigned to CEVA will incur a £250.00 handling fee.
Therefore, we recommend you book LCL with your local CEVA office.

Goods Under Temporary Import and shipments for Giveaway MUST be packed separately and have their own Commercial Invoices.

PLEASE FORWARD ALL DOCUMENTATION TO FARNBOROUGH@CEVALOGISTICS.COM FOR APPROVAL BEFORE SHIPPING



All Airfreight consignments should be sent freight prepaid to London Heathrow Airport (LHR) and consigned as follows:

CEVA SHOWFREIGHT

UNIT 3A,
EXHIBITION AVENUE
NATIONAL EXHIBITION CENTRE
BIRMINGHAM
B40 1PJ

TEL: +44 (0) 330 587 7777

NOTIFY:

CEVA SHOWFREIGHT
FARNBOROUGH INTERNATIONAL AIR SHOW
EXHIBITOR NAME / HALL & STAND NUMBER
FARNBOROUGH@CEVALOGISTICS.COM

Documents required:

- Copy of Direct Master Air Waybill
- Copy of Invoice / Packing List



ROAD | UK

All road freight Shipments should be consigned as follows:

CEVA SHOWFREIGHT

GATE I
FARNBOROUGH AERODROME
OFF FLEET ROAD
ALDERSHOT
GU11 2HL

WHAT3WORDS
doubt.spoken.cross

TEL: +44 (0) 330 587 7777

NOTIFY:

CEVA SHOWFREIGHT
FARNBOROUGH INTERNATIONAL AIR SHOW
EXHIBITOR NAME / HALL & STAND NUMBER
FARNBOROUGH@CEVALOGISTICS.COM

Documents required:

- Delivery Note
- Copy of Invoice / Packing List



VEHICLES WILL BE MARSHALLED AND CHECKED IN AT THE CEVA SHOWFREIGHT OFFICES AT GATE I.

All exhibit shipments will be unloaded into the CEVA Showfreight Warehouse

48 hours prior to delivery on stand

Vehicles with stand fittings materials will be granted access to the Halls or Chalet areas once space is available and in line with your booking.

PLEASE FORWARD ALL DOCUMENTATION TO FARNBOROUGH@CEVALOGISTICS.COM FOR APPROVAL BEFORE SHIPPING

ROAD | INTERNATIONAL

Customs Clearance must take place at Ashford or Dover (NCTS Code GB000060) All vehicles requiring clearance should report to:

CEVA SHOWFREIGHT

C/O SEVINGTON INLAND BORDER FACILITY
ASHFORD
KENT
TN25 6GE



For satellite navigation use: 51.132138, 0.914994

WHAT3WORDS
cowboy.other.really

Documents required:

- Copy of CMR
- Copy of Commercial Invoice/ packing list with full 10 digit HS Codes
- Copy of T1 Document or Copy of ATA Carnet if applicable

Once the shipment has cleared UK Customs the driver should proceed to the following address. All CMR's should also be addressed as follows:

CEVA SHOWFREIGHT

GATE I
FARNBOROUGH AERODROME
OFF FLEET ROAD
ALDERSHOT
GU11 2HL



WHAT3WORDS
doubt.spoken.cross

TEL: +44 (0) 330 587 7777

VEHICLES WILL BE MARSHALLED AND CHECKED IN AT THE CEVA SHOWFREIGHT OFFICES AT GATE I.

Vehicles with stand fittings materials will be granted access to the Halls or Chalet areas once space is available and in line with your booking.

Goods Under Temporary Import and shipments for Giveaway MUST be packed separately and have their own Commercial Invoices.
Vehicles arriving at Farnborough uncleared will be returned to Ashford to complete the customs formalities

IT IS ESSENTIAL THAT YOU SEND PRE-ADVICE IN ADVANCE OF DEPARTURE BY EMAIL TO FARNBOROUGH@CEVALOGISTICS.COM

All exhibit shipments will be unloaded into the CEVA Showfreight warehouse. Please review the onsite handling section - see applicable charges.

PLEASE FORWARD ALL DOCUMENTATION TO FARNBOROUGH@CEVALOGISTICS.COM FOR APPROVAL BEFORE SHIPPING

| COURIER

Courier shipments should be consigned as follows:

FARNBOROUGH INTERNATIONAL AIR SHOW

****SHIPMENT TERMS DDP****

WAREHOUSE G50
TRENCHARD WAY
FARNBOROUGH
HAMPSHIRE
GU14 6GG



EXHIBITOR NAME / HALL NUMBER / STAND NUMBER

TEL: +44 (0) 330 587 7777

Documents Required:

- Copy of consignment note (terms Delivered Duty Paid)
- Copy invoice

COURIER ARRIVALS

Exhibitors should note that courier companies will not be granted access to the show site and cannot deliver directly to your stand. All courier shipments will be held at the courier reception at Warehouse G50 located adjacent to Gate A.

Please ensure shipments are sent customs cleared with all duties and taxes pre-paid. Please ensure you book under shipping terms DDP.

Shipments arriving by courier **cannot** be cleared on CEVA Showfreight's temporary import bond and local customs taxes will need to be paid.

All shipments arriving via courier must be notified to CEVA in advance of arrival.

Any courier shipments arriving in the UK that requires CEVA Showfreights to intervene to facilitate the customs clearance will incur an intervention fee of **£350.00**

Any shipments that arrive without pre-notification or if a courier company uses CEVA's EORI without prior permission then fines will apply.

International companies not registered in the UK are required to apply for a GB EORI number. Your courier company will need this EORI number to process UK customs clearance **YOU CAN APPLY FOR AN EORI [HERE](#)**

Receiving at site warehouse for exhibitor's own collection:
Free up to 20kgs (for shipments above 20kgs please refer to Roadfreight tariff)

COURIER SHIPMENTS VIA WAREHOUSE: £100.00 PER CONSIGNMENT (UP TO 20 KGS)

DUTIES AND TAXES: AT COST

DUTY & VAT ADVANCEMENT FEE: 10% (MINIMUM £65.00)

Earliest date of arrival for courier shipments is 10 July 2024

Re export of courier shipment:

If you request CEVA to store your shipment after the show so that your courier company can collect CEVA will require a commercial invoice and shipping labels. You must also provide the courier companies details and date the goods are being collected. Handling charges apply.

PLEASE FORWARD ALL DOCUMENTATION TO FARNBOROUGH@CEVALOGISTICS.COM FOR APPROVAL BEFORE SHIPPING.

| DOCUMENTATION

A separate MAWB / Bill of Lading and Commercial Invoice and Packing List (CIPL) is required for temporary and permanent items, and must contain the following information:

- Quantity, net weight and dimensions of each item
- Description
- 10 Digit HS Codes
- Country of Origin
- Value

Goods Under Temporary Import and shipments for Giveaway MUST be packed separately and have their own Commercial Invoices.

Invoices with incorrect HS codes will be rejected by CEVA customs and a **£125.00** re-submission charge will apply. Therefore, to avoid additional charges and potential delays we recommend you validated the HS codes before sending the pre-alert.

UK HS CODES CAN BE FOUND ON [UK INTEGRATED ONLINE TARIFF](#)

A commercial invoice and packing list template can be downloaded [HERE](#)

Invoices in XL format must be single tab only

All documents must be received at least 3 working days in advance of arrival.

International companies not registered in the UK are required to apply for a GB EORI number. Your EORI number is required to process UK customs clearance and should be stated on your CIPL.

You can apply for a GB EORI [HERE](#)

RUSSIAN SANCTIONS

The UK Government along with the EU have imposed sanctions on the importation of items manufactured with Russian iron and steel. Any items shipped into the UK under HS Codes between 7206-7229 in chapter 72, and all HS codes within chapter 73 will require supporting evidence that the raw materials used are not of Russian origin. That evidence should be in the form of a Material Test Certificate / Mill Test Certificate

Full details can be found at [THE RUSSIA \(SANCTIONS\) \(EU EXIT\) REGULATIONS 2019 \(LEGISLATION.GOV.UK\)](#)

Please forward all documentation to INTERNATIONAL TEAM for approval before shipping

CEVA CONTACT: E: FARNBOROUGH@CEVALOGISTICS.COM

| ADDITIONAL INFORMATION

Export Control

The UK Export Control Order 2008 controls the exports of strategic goods (Both Military and Dual Use) the transfer of technology and the trade of military or governmental equipment.

UK Legislation demands that the Exhibitor or Shipper Must declare to CEVA Showfreight, any items that are included in the 'UK Military List or the Dual Use List' prior to them leaving at the close of the Exhibition. It is a legal requirement that the correct Export Control procedures be applied at the time of re-export.

It is therefore important that the exhibitor is aware of the relevant legislation and a declaration is shown clearly on your return shipping instructions and any documentation accompanying your shipment.

For the return shipping from the UK, it is the exhibitor's responsibility to declare to CEVA Showfreight any items that ARE subject to export controls clearly on your commercial invoice per line item.

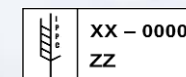
If, having checked your exhibits against the UK Control List you are satisfied export controls are NOT subject to UK Export Controls please state clearly on your commercial invoice "The goods included herein are not subject to UK Export Controls".

For the full UK Export control list please click [HERE](#)

Wood Packing

All cargo containing wood entering into the EU (except coming from Switzerland) must be fumigated in its country of origin prior to shipping. This regulation includes but is not limited to such items as crates, pallets, frames, drums etc. To guarantee that the fumigation has been applied, the following information MUST be marked or stamped onto the outside of each package.

- IPPC logo
- ISO country code
- License number assigned to the fumigation company
- Fumigation method (Heat Treated or Methyl Bromide used)



| ADDITIONAL INFORMATION

INSURANCE



Insurance cover whilst goods are in transit or in CEVA's possession are covered under the limitations of CEVA's [TERMS AND CONDITIONS](#).

Goods left unattended on stands after delivery or awaiting collection after the exhibition are the sole responsibility of the exhibitor, and therefore strongly recommends that your freight is fully insured.

Specific all risk cover for your freight is available from CEVA upon request.

Please forward all documentation to CEVA:

FARNBOROUGH@CEVALOGISTICS.COM

PAYMENT OF CHARGES



Unless freight is routed via one of our appointed agents we will require payment of all charges, as advised by us, prior to the last day of the show. Personal or foreign cheques are not acceptable. Settlement can be made in advance by bank transfer or alternatively on site by credit card.

BNP PARIBAS
10 HAREWOOD AVENUE
LONDON
NW1 6AA

ACCOUNT NAME:
ACCOUNT NUMBER:
SORT CODE:
IBAN:
BIC (SWIFT):

CEVA RECEIVABLES FINANCE DAC
89848045
40 – 63 – 84
GB40BNPA40638489848045
BNPAGB22XXX

AIRFREIGHT - From free arrival London Heathrow (LHR) to delivered Farnborough Site excluding onsite handling. Same rates apply for Outbound

Airline Handling (including airline recovery)	£0.65 per kg (min £50.00)
Transfer LHR to Farnborough	£90.00 per 500kg or 2cbm (min 2cbm)
Airline Continuity Fee	£29.50 per AWB
AWB Fee (Export only)	£50.00 per consignment

OCEAN FREIGHT - From free arrival at UK Port to delivered Farnborough Site excluding onsite handling.

LCL Freight Inbound Terminal Handling	£ 75.00 per cbm (min 3cbm)
LCL Freight Transfer Port to Farnborough	£135.00 per 500kg or 2cbm (min 3cbm)
FCL Container Admin and Registration Fee	£150.00 per container
FCL Terminal Handling Charge	£225.00 per container (20/40/40HC)
FCL Transport from port to Farnborough Site	£975.00 per container (20/40/40HC)
Bill of Lading Fee (export only)	£50.00 per consignment
ISF Fee US & Canada (export only)	£55.00 per consignment
Ocean Carrier Inspection and Security Charge	£60.00 per container
ISPS Charge	£32.00 per shipment
VGM - FCL	£45.00 per container
VGM - LCL	£15.00 per LCL consignment

ADDITIONAL CHARGES - Where Applicable

AMF Fee (USA, Canada, Japan, Mexico, China, India)	£55.00 per consignment
Dangerous Goods Check and Documentation	£130.00 per consignment

CUSTOMS CHARGES

Import Customs Clearance (Includes 3 HS Codes)	£155.00 per entry
Additional HS Codes	£5.00 per HS code
Customs Examination	£55.00 per consignment
Temporary Import Bond Fee	2.0% of CIF value (£100.00 min)
Advance Fee on Duty and VAT	10% (£65.00 min)
Re-export Customs Clearance	£155.00 per entry
Re-export Customs Examination	£55.00 per consignment
Export T1 Guarantee Fee	1% of CIF value min £50.00 per consignment
Export T1 Document Fee	£95.00 per document
Cancellation of TIB Fee	£55.00 per consignment
Use of EORI	£125.00 per consignment / each way

ONSITE HANDLING - Same rates apply for outbound	
Unloading from Vehicle to Advanced Warehouse	£45.00 per 2cbm or 1000kgs (whichever the greater min 2cbm)
Transfer from Advanced Warehouse to Show Site (Failed deliveries will be returned to the warehouse and re-delivered at an additional cost)	£45.00 per 2cbm or 1000kgs (whichever the greater min 2cbm)
Storage Outside of Tenancy Period	£5.00 per cbm per day
Final Delivery to Stand or Chalet	£45.00 per 2cbm (min 2cbm)
Unloading Direct to Stand - Stand Fittings Only	£45.00 per 2cbm or 1000kgs (whichever the greater min 2cbm)
Relifting at Stand (excluding Jib Work / Multi lifts)	£45.00 per 2cbm or 1000kgs (whichever the greater min 2cbm)
Collection / Storage / Redelivery of Empty Cases	£47.50 per cubic metre (min 3cbm)
Collection / Storage / Redelivery of Full Goods	£55.00 per cubic metre (min 3cbm)
Collection / Storage / Redelivery of Accessible Goods	£55.00 per cubic metre (min 3cbm)
Priority Empty Cases (Shell Scheme Only) Return by: 26/07/24	£63.00 per cubic metre (min 3cbm)
Show Day Deliveries	£47.50 per pallet per delivery
Grounding / Re-lifting Container July 8 th – August 2 nd	£345.00 per container
Grounding / Re-lifting containers outside above dates	Price on Application
Agency and Attendance Fee	£95.00 per consignment
Communications Fee (Per Exhibitor)	£39.00 per consignment
40T Crane with Driver	£190.00 per hour (min 8 hours)
Slinger (applicable to all crane jobs)	£165.00 for 4 hours / £320.00 for 4+ hours
Lift Plane/consultation (applicable to all crane jobs)	£300.00 each way.
MINIMUM UNLOADING RATES	
13.6m Trailer	60 cbm
13.6m Groupage Trailer (multiple locations)	70 cbm
20 ft Container	30 cbm
40 ft Container	60 cbm
40 ft HC Container	70 cbm

Orders received after Friday 28th June 2024 will incur a 25% late booking surcharge. The Minimum invoice charge is £100.00 per shipment. Work carried out on weekends and Bank Holidays will incur a 50% surcharge

INBOUND FREIGHT - 1cbm = 333kilos

Receiving at Advanced Warehouse	£45.00 per 2cbm or 1000kgs (whichever the greater min2cbm)
Transfer from Advanced Warehouse to Show Site	£45.00 per 2cbm or 1000kgs (whichever the greater min2cbm)
Delivery to Exhibition Stand/Chalet	£45.00 per 2cbm or 1000kgs (whichever the greater min2cbm)

OUTBOUND FREIGHT - 1cbm = 333kilos

Collection from Stand/Chalet	£45.00 per 2cbm or 1000kgs (whichever the greater min2cbm)
Transfer from Show Site to Warehouse	£45.00 per 2cbm or 1000kgs (whichever the greater min2cbm)
Reloading from Warehouse to Vehicle	£45.00 per 2cbm or 1000kgs (whichever the greater min2cbm)

**Orders received after Friday 28th June 2024 will incur a 25% late booking surcharge. The Minimum invoice charge is £100.00 per shipment.
Work carried out on weekends and Bank Holidays will incur a 50% surcharge**

ONSITE HANDLING | EMPTY CASES

ONSITE HANDLING

For security and Health & Safety, the Show Organiser has dictated that the number of vehicles granted access to the site will be kept to a minimum. Full loads of stand building materials will be granted access to the hall areas on a booking only basis and the contents of these vehicles will be strictly controlled and checked upon arrival at Gate I.

All vehicles transporting exhibits will not be allowed access, and these will be unloaded at the Advanced Warehouse at Gate I. You should ensure that your vehicles arrive at least 48 hours prior to the exhibit being required at the stand to allow CEVA to unload and transfer to the hall in line with your move in requirements.

***ALL FREIGHT SHOULD BE PRE-BOOKED VIA OUR ONLINE BOOKING PORTAL. [CLICK HERE](#)**

EMPTY CASE STORAGE

CEVA Showfreight will arrange and coordinate the removal, storage and return of any empty cases that you need looking after for the duration of the show. All empties to be collected from stands by Friday 19th July 2024. Once the site has cleared of visitors and exhibitors on the final show day, we will be allowed by the organiser to begin the return of empty cases to stands as per the attached breakdown schedule.

We will also operate an accessible storage area for the duration of FIA 2024.

SECURITY

It is important for exhibitors to make their own security arrangements as CEVA Showfreight will not be responsible for any items left unattended on stands prior to, during or after the event.

TARIFF | EXCLUSIONS

Insurance / Port Storage / Port Handling / Deconsolidation Fees / Import Duties and Taxes / Customs Inspection Fees Fumigation Airline Storage / Handover or Third Party Carrier Fees

All shipments will be rounded up to the nearest CBM or 100kgs, whichever is greater. 1 CBM is equal to 333kgs, unless otherwise stated.

All rates are based on 3T Forklift.

Work carried out before 08:00 and after 18:00 will incur a 50% surcharge.

Work carried out on weekends or public holidays will incur 100% surcharge.

This tariff is based upon current economic conditions, rates of exchange and fuel prices and may be subject to alteration at any time by CEVA.



BREAKDOWN | SCHEDULE

FRIDAY 26th JULY 2024

- 17:30** Show Closure
- 18:00 – 22:00** Official breakdown for shell scheme stands only (This will only be suitable for hand carryable items as the doors for the halls will not be removed.) CEVA will provide empty case returns on Friday for small items no larger than 1 m x 1m x 1m. Vehicles up to 3.5T will be allowed on site from 6 pm, anything larger will be refused entry as there is no on-site overnight parking.

VEHICLES UP TO 3.5T WILL BE ALLOWED ON SITE FROM 17:30. ANYTHING LARGER WILL BE REFUSED ENTRY AS THERE IS NO ON-SITE OVERNIGHT PARKING

- 18:00 – 23:00** Return of empties for the Chalets and OE areas
- 18:00** All official nominated contractors allowed to collect items from all exhibition halls (vehicles arriving before 4 pm will not be allocated onsite parking)
- 22:00** All exhibitors need to leave site in order for all carpets to be removed

SATURDAY 27th JULY 2024

- 06:00-10:00** CEVA will be returning empty case storage to Hall 1. Contractors and Exhibitors will be allowed in Hall 1 from 10:00 only.
- 08:00** Official breakdown of Chalets and OE areas will commence
- Hall 1 (06:00 –10:00)** Hall will remain closed, CEVA will be returning all empty cases. Official breakdown will commence at 10:00 for Hall 1.
- Hall 2 will remain closed** CEVA will be returning all empty cases from midday to 20:00. Official breakdown will commence on Sunday 28th July.
- Hall 3 will remain closed** CEVA will be returning all empty cases from midday to 20:00. Official breakdown will commence on Sunday 28th July.
- Hall 4 will remain closed** CEVA will be returning all empty cases from midday to 20:00. Official breakdown will commence on Sunday 28th July.

ONLINE | ORDERING



**ALL ONSITE SERVICES ARE TO BE BOOKED ONLINE
PLEASE CLICK THE BUTTON ABOVE TO ORDER.**

**ORDERS RECEIVED AFTER FRIDAY 28TH JUNE 2024 WILL INCUR A 25% LATE BOOKING SURCHARGE.
THE MINIMUM INVOICE CHARGE IS £100.00 PER SHIPMENT.**

TERMS | CONDITIONS

NOVEMBER 2017 VERSION

CEVA SHOWFREIGHT

TERMS AND CONDITIONS

1. DEFINITIONS:

In these Terms and Conditions:

“CEVA” means CEVA Logistics Limited trading as CEVA Showfreight.

“Consignment” means goods in bulk or contained in one parcel, package or container, or a number of separate parcels, packages or containers sent at any one time in one load for the Customer from one address to another address. “Conditions” means these standard terms and conditions.

“Confidential Information” means any information, however conveyed or presented, that relates to the business, affairs, operations, customers, processes, budgets, pricing policies, product information, strategies, developments, trade secrets, know-how, Intellectual Property Rights, personnel and suppliers of the disclosing party, together with all information derived by the receiving party from any such information and any other information clearly designated by a party as being confidential to it (whether or not it is marked “confidential”), or which ought reasonably be considered to be confidential.

“Contract” means this contract for the provision of the Services.

“Customer” means the party requesting CEVA to provide the Services.

“Event Organiser” means the party who owns the rights to or is organising the Exhibition.

“Exhibition” means an exhibition or other event in respect of which Services are to be provided.

“Intellectual Property Rights” means all patents, rights to inventions, utility models, copyright and related rights, trademarks, service marks, trade, business and domain names, rights in trade dress or get up, rights in good will or to sue for passing off, unfair competition rights, rights in designs, rights in computer software, database rights, topography rights, rights in confidential information (including know how and trade secrets) and any other intellectual property rights, in each case whether registered or unregistered and including all applications for renewals or extensions of such rights and all similar or equivalent rights or forms of protection in any part of the world.

“Charges” means the charges attributable to the services as set out in the Contract, exclusive of value added tax, that are to be paid by the Customer in accordance with the payment terms.

“Services” means the provision of vehicles, storage facilities, freight services, customs services and personnel for the carriage, storage or movement of goods on behalf of the Customer, and such other related services as CEVA and the Customer may agree to be provided.

“Specification” means the written specification for services, if any, agreed between the parties and attached to these Conditions in relation to an Exhibition and which shall form part of the Contract.

Words importing the singular shall include the plural and vice versa.

Words importing the masculine gender shall include the feminine gender and vice versa.

“including” - means including without limitation.

Such other definitions as are included in the text.

2. PROVISION OF THE SERVICES

2.1 The parties contract for the provision of the Services only under these Conditions. These Conditions apply to the Contract to the exclusion of any terms that the Customer seeks to impose or incorporate, or which are implied by trade, custom, practice or course of dealing.

2.2 The Customer acknowledges that in entering into this Contract, CEVA relies on the accuracy of the information supplied by the Customer including the Specification if any.

2.3 CEVA may operate as a freight forwarder or agent of the Customer in respect of the Services, subject to the agreement of the parties. CEVA shall only be obliged to provide as principal contractor or agent the Services set out in this Contract.

2.4 CEVA shall only be deemed to operate as the principal contractor in respect of those Services which it undertakes directly. In all other circumstances, CEVA is the agent of the Customer and all contracts relating to the Services shall be entered into directly between the Customer and the other party.

2.5 The Customer acknowledges that if additional services are requested by the Customer, in addition to those services that have already been quoted, that those additional services shall be carried out at an additional agreed cost, and subject to the same terms and conditions as the original quote.

2.6 For the avoidance of doubt, commencement of the service by CEVA shall be deemed acceptance of the CEVA quotation whether written or verbal.

2.7 CEVA shall have the right to make changes to the Services which are necessary to comply with any applicable law or safety requirement, or which do not materially affect the nature or quality of the Services.

2.8 CEVA shall use reasonable endeavours to meet any performance dates for the Services, but any such dates shall be estimates only and time shall not be of the essence for the performance of the Services.

3. CEVA ACTING AS AGENT FOR THE CUSTOMER

Where CEVA acts as agent for the Customer in accordance with Clause 2.3 & 2.4 the following provisions shall apply:-

3.1 CEVA shall have the right to do all things necessary or incidental to procure the provision of the Services to the Customer including entering into contracts on behalf of the Customer, so as to bind the Customer by such acts and contracts in all aspects.

3.2 CEVA shall be entitled to retain all commission paid to it as a result of acting as agent for CEVA.

Where CEVA acts as a booking agent of the Customer:

3.3 If CEVA as agent of the Customer makes any bookings for courier services, CEVA shall have no liability in respect of the same and the Customer acknowledges that its sole recourse is to the courier company concerned.

4. FREIGHT SPECIFIC TERMS

Where CEVA provides freight Services the following terms shall apply:

4.1 The Customer warrants that it has the right to transport and store the Goods which will be the subject of the

Services and that it is entitled to arrange for the despatch of such Goods.

4.2 Goods moved by ocean: NVOCC Services are provided by CEVA as agents for and on behalf of Pyramid Lines Limited, therefore all ocean movement of goods shall be moved via Pyramid Lines Limited and subject to Pyramid Lines Limited bill of lading terms and conditions a copy of which may be found at

<http://pyramidlines.com/FILES/downloads/Pyramid%20Lines%20Ltd.%20terms%20and%20conditions%202015.pdf>.

4.3 If a CEVA deferment account is used, CEVA will levy a charge of 5% for any monies advanced by CEVA on behalf of the Customer in respect of any duty, value added tax, any equivalent taxes or any other outlay.

4.4 Unless law or regulation provides otherwise, the Customer appoints and authorises CEVA to act as its direct representative in connection with any and all of CEVA's dealings with Her Majesty's Revenue & Customs or other locally equivalent Customs Authorities (“the Customs Authorities”) for and on behalf of the Customer whether under this Agreement or otherwise.

4.5 If Customers deferment account is used, the Customer hereby authorises CEVA to use the Customer's deferment account for payment of any Value Added Tax or customs duties which are payable on the importation of the Goods. The Customer shall confirm to CEVA, and will remain responsible for, the commodity code and valuation in respect of the Goods to be used for all entries to the Customer's deferment account.

4.6 The Customer warrants and undertakes that all information provided to CEVA will be accurate in all respects and agrees to indemnify CEVA against any losses, liabilities, duty, penalty, fine or expense including legal fees, resulting from any inaccuracy, incomplete statement, omission or any failure to make timely presentation.

4.7 If the Customer does not provide the information required, CEVA shall not be obliged to submit any customs declaration and shall not be liable for any such failure whether arising under this Agreement or in tort (including negligence or breach of statutory duty) or otherwise.

4.8 Notwithstanding Clause 5.4 and Clause 8, payment of any duty, value added tax or other equivalent taxes is the responsibility of the Customer and the Customer will at all times indemnify and keep CEVA indemnified from and against any duty, value added tax or other equivalent taxes payable to the relevant authorities in respect of the Goods.

4.9 Where an export licence is required for the Goods:

4.9.1 the Customer is solely responsible for obtaining the export licence and will indemnify CEVA against any losses, liabilities, duty, penalty, fine or expense including legal fees resulting from the Customer's failure to obtain an export licence; and

4.9.2 in no circumstances will CEVA be obliged to obtain any export licence on behalf of the Customer or prepare or submit any customs declaration for the Goods without an export licence.

5. CUSTOMER'S WARRANTIES

5.1 It is either the owner or the authorised agent of the owner of the goods or the organiser of an Exhibition, in each case with the authority of the owner to accept these Conditions on the owner's behalf

5.2 If it is provided in the Specification that CEVA is to be responsible for loading, unloading, assembly and/or disassembly of any exhibit, stand or other item at or for an Exhibition, the Customer warrants that:-

5.2.1 it shall give to CEVA all necessary instructions in writing regarding the procedures to be followed in respect of the assembly or disassembly;

5.2.2 the facilities at the Exhibition will be of a sufficient standard to allow CEVA to complete the loading/unloading/assembly and/or disassembly within the time limits set out in the Specification.

5.3 If the packaging of the consignment has been undertaken by a party other than CEVA the Customer warrants that:-

5.3.1 the Consignment will be safely, securely and properly packed and labelled and will be fit and safe to be carried or stored and comply with all statutory or other regulations for carriage by road, air or sea and for mechanical handling and sorting as maybe in force from time to time;

5.3.2 it shall make a complete written declaration of the nature and contents of the Consignment and in particular (but without limitation) will declare whether the Consignment contains any noxious, dangerous, hazardous, infested, contaminated, fragile goods, ITAR regulated items or items of a military nature and provide any relevant instructions. CEVA shall always retain the right to refuse to move, handle or store such goods.

5.4 If the Consignment is to be imported or exported, the Customer shall verify that all necessary import/export regulations have been complied with and shall provide to CEVA all necessary documentation relating to the Consignment including without limitation all documentation and information (including the VAT identity numbers of the Customer and Consignee) necessary to satisfy customs and excise authorities in the United Kingdom and the Country of origin or destination.

5.5 Unless expressly agreed otherwise, CEVA is not responsible for any fulfilment of customs formalities and/or payment of costs in respect thereof.

Nevertheless, to the extent that CEVA may voluntarily assist at the request of the Customer in the fulfilment of customs formalities, including the use of CEVA temporary Import Bond facility, such assistance will be rendered the sole risk and responsibility of the Customer, who shall reimburse any costs incurred by CEVA and indemnify the CEVA against, and hold it harmless from any claims in respect thereof, if not paid by the consignee or other person.

5.6 CEVA is not responsible for the packaging of any consignment, but if in any individual case CEVA agrees to provide suitable packaging this will be provided at the cost of the Customer.

5.7 The Customer warrants that all information and documentation supplied by it to CEVA including VAT identity numbers of the Customer and the Consignee (E.C. only) will be accurate and complete in all respects and will not omit any material facts.

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- 5.8 The Customer indemnifies CEVA at all times against all penalties, claims, costs, damages, expenses and losses howsoever arising in respect of the carriage or storage of any noxious, dangerous, hazardous, infested, contaminated or fragile goods whether or not the Consignment is declared as such.
- 5.9 The Customer indemnifies CEVA against all penalties, claims, costs, damages, expenses and loss howsoever arising from the breach by the Customer of any warranty or representation herein contained.
- 5.10 It is the Customers responsibility to provide or arrange for the provision of all plant power or labour required while CEVA is at the Customers premises to load or unload the Consignment. CEVA shall have no liability for any act or omission of the Customer's employees or Agents. Notwithstanding the foregoing, CEVA may at the Customers' request provide plant or labour at an additional cost.
- 5.11 While at an Exhibition, to the extent it is part of the agreed services, CEVA shall, upon request provide all plant or labour.
- 5.12 The Customer shall ensure that each Consignment will be properly and securely packaged, fit for transportation and in accordance with all relevant rules and regulations of the origin and destination countries and in accordance with carrier requirements.
- 5.13 It is the responsibility of the Customer to ensure CEVA is given full details of any items that may be subject to export licence at the time of booking. The Customer must supply supporting documents and/or licences prior to movement of the freight.
- 5.14 It is the responsibility of the Customer to declare to CEVA if any items of freight to be shipped are covered under the International Traffic in Arms Regulations (ITAR).
- 6. INSPECTION OF CONSIGNMENT BY CEVA**
- 6.1 CEVA shall have the right to undertake all reasonable inspections of the Consignment prior to or during loading unloading or during transit. Such inspections may include without limitation physical inspection of the goods and inspection by electronic methods including x-ray
- 6.2 The Customer shall give prior written notice to CEVA if it has reason to believe that any reasonable inspection that may be carried out, by CEVA or otherwise, will harm any part of the Consignment in any way. CEVA shall have no liability for any loss or damage arising from the failure of the Customer to comply with this requirement
- 7. PRICE AND PAYMENT**
- 7.1 All amounts stated to be payable under this Agreement are stated as exclusive of any VAT and any other similar duties, levies or taxes (if applicable) which shall be added to the Charges if properly payable at the prevailing rate (as applicable).
- 7.2 The Customer shall pay the Charges plus applicable value added tax in accordance with the payment schedule set out in the Contract, in the absence of a payment schedule, payment shall be due on the date of invoice. Payment shall be made without deduction and shall not be withheld or deferred on account of any claim, counterclaim or set-off. Import duties (if any), VAT, shipping costs and other related charges are payable by the Customer in advance of CEVA having to make payment of the same. Time for payment shall be of essence.
- 7.3 If the Customer fails to make any payment on its due date then without prejudice to any other right or remedy available to CEVA, CEVA shall be entitled to:
- 7.3.1 suspend the provision of any further Services to the Customer
- 7.3.2 charge the Customer interest (both before and after any judgement) on the amount unpaid, at the rate of CEVA's weighted cost of capital per annum until payment is made in full
- 7.4 In the event that CEVA is delayed at any premises at which it is to provide any of the Services in excess of 1 hour through no fault of CEVA, it may charge the Customer its reasonable additional charges in respect of such delay
- 7.5 CEVA shall issue charges in the currency agreed in the Contract, if no such currency is agreed, then the default currency for invoices shall be pounds sterling (GBP). Accordingly, services invoiced in a currency (other than pounds sterling(GBP)) at the client's request are based on exchange rates in force at the time of invoice and are liable to surcharge in the event of fluctuation in currency exchange rates.
- 7.6 The Customer is responsible for the payment of all duties and taxes payable in respect of the Consignment or any part thereof and accordingly shall indemnify and keep indemnified CEVA from and against any claims in respect of the same, including in respect of any fines or interest payable
- 7.7 The Customer shall pay all fees applicable from the published event tariff for services rendered, unless such services fall outside those listed in the event tariff, in which case CEVA shall provide a quote for such additional services.
- 8. REVIEW OF CHARGES**
- 8.1 CEVA will have the right to revise the charges at any time in respect of cost movements which are outside CEVA's control, including but not limited to those relating to or arising from:
- 8.1.1 Fuel prices;
- 8.1.2 Peak season surcharges;
- 8.1.3 The consequences of changes in duties, taxation, legislation and road tolls; and
- 8.1.4 Significant changes in the specification scope or profile of the operation required by the Customer from the specification, profile or scope.
- 9. LIMITATION OF LIABILITY**
- 9.1 Neither party limits its liability for:
- 9.1.1 death or personal injury caused by its negligence, or that of its employees, agents or sub-contractors; or
- 9.1.2 fraud by it or its employees; or
- 9.1.3 any other act or omission, liability for which may not be limited under Applicable Law.
- 9.2 CEVA liability in respect of the Goods shall be limited in the case of loss or damage arising from:
- 9.2.1 UK domestic road transportation shall be covered by Road Haulage Association Limited Conditions of Carriage 1998 during the provision of the Services at the rate of £1,300 per tonne;
- 9.2.2 all other freight or transport services shall be provided subject to and in accordance with the British International Freight Association Standard Trading Conditions 2005A at the rate of 2 SDR per kilo of the gross weight of the Goods;
- 9.2.3 Goods, equipment or stands moved within Exhibitions shall be subject to a maximum liability of £1300 per tonne; and
- 9.2.4 storage (whether in the UK or elsewhere) shall be covered by United Kingdom Warehousing Association terms and conditions of 2014 during the provision of the Services at the rate of £100 per tonne.
- 9.3 In the event of a delay in providing the Service, CEVA shall have no liability.
- 9.4 In the event that a legally binding international convention shall conflict with the limitations of liability contained in this clause, then to the degree that they conflict, the limitations of liability in the binding international convention shall apply.
- 9.5 Notwithstanding any other provision in this Agreement, CEVA shall not be liable to the Customer for any direct or indirect loss or damage, economic loss, loss of profit, future revenue, reputation, goodwill, anticipated savings or any consequential loss of whatever nature and howsoever caused.
- 9.6 Subject to Clause 10.1, CEVA's total aggregate liability, whether arising from tort (including negligence), indemnity, warranty, breach of contract or otherwise under or in connection with this Agreement shall in no event exceed 5% of the value of the contract or £50,000, whichever is the lower, in any one Contract Year.
- 9.7 CEVA's liability under these Conditions shall be in lieu of any warranty or conditions implied by law as to the quality or fitness for any purpose of the Services.
- 9.8 CEVA is not a common Carrier and CEVA reserves the right to refuse the carriage of any goods at its discretion.
- 9.9 Any claim brought by the Customer must be made in writing within 7 days of delivery of the Consignment.
- 9.10 The Customer shall indemnify CEVA against all duties, taxes, payments, fines, expenses, losses, damages (including physical damage) and liabilities in excess of the liability of CEVA in accordance with these Conditions, suffered or incurred by CEVA in the performance of its obligations under any contract to which these Conditions apply, including any liability to indemnify any other person against claims made against such other person by the Customer or by the Owner
- 9.11 No insurance will be effected except upon express instructions given in writing by the Customer and all insurances effected by CEVA are subject to the usual exceptions and conditions of the policies of the insurance company or underwriters taking the risk. CEVA shall not be under any obligation to effect a separate insurance on each consignment but may declare it on any open or general policy. Notwithstanding that the premium on the policy may not be the same as that charged by CEVA to the Customer, CEVA shall in no circumstances incur liability as insurer, and if for any reason the insurers dispute liability the Customer shall have recourse against the insurers only, however, this provision shall not detract from the rights of the Customer against CEVA in respect of any negligence on the part of CEVA in effecting insurance
- 9.12 The Customer shall be responsible at all times for the security of the Consignment including at an Exhibition.
- Accordingly, CEVA shall have no responsibility or liability for any Consignments left unattended at an Exhibition.
- 10. UNDELIVERED OR UNCLAIMED GOODS**
- 10.1 If CEVA is unable to deliver the goods (or any part thereof) CEVA shall be entitled to store the goods or any part thereof at the sole risk and expense of the Customer. CEVA shall give written notice ("the Notice") to the Customer advising the Customer that it has the goods and, in the event of the Customer being unable to facilitate delivery thereof, advising the Customer from where the goods may be collected
- 10.2 If the Customer fails to take delivery of the goods or provide alternative delivery or disposal instructions within 28 days of service of the Notice, CEVA shall have the right to sell the undelivered goods as if it were the absolute owner and to pass unencumbered title to the purchaser
- 10.3 CEVA shall be entitled to deduct from the proceeds of sale:
- 10.3.1 any outstanding costs incurred by CEVA in providing the Services
- 10.3.2 any interest accrued on the outstanding costs of Services
- 10.3.3 any other costs associated with the failure to deliver the goods (for example, storage charges)
- 10.3.4 all reasonable costs and expenses incurred in relation to the sale of the goods
- 10.3.5 VAT, where applicable
- 10.4 After the deduction of all sums under Clause 12.3, CEVA shall account to the Customer for the net proceeds of sale
- 11. INTELLECTUAL PROPERTY RIGHTS**
- 11.1 The Customer confirms that it owns the Intellectual Property relevant for the supply by it of goods to CEVA pursuant to and in accordance with this Agreement and that its supply of goods to CEVA is not subject to any industrial or intellectual property rights belonging to a non-consenting third party or that any such consent as may be required has been obtained by the Customer from the third party in question.
- 11.2 If any allegation is made or any claim asserted against CEVA or any person claiming title from or through CEVA that the use of the Customer's Intellectual Property Rights in the performance of the Services constitutes a violation or infringement of any Intellectual Property Rights held by a third party, the Customer will indemnify CEVA and hold CEVA harmless from and against any and all loss and damage (including without limitation all costs and expenses) arising directly or indirectly out of such allegation or claim, howsoever caused.
- 11.3 All Intellectual Property Rights belonging to CEVA shall remain the exclusive property of CEVA, and the Customer shall not use any CEVA Intellectual Property Rights without the express consent of CEVA. Any consent shall be personal to the Client and shall only be used within the scope and time expressly consented to by CEVA.
- 11.4 Nothing in this Agreement shall transfer the ownership of any Intellectual Property Rights belonging to one party to the other party and neither party shall use Intellectual Property Rights belonging to the other party for any purposes, including, without limitation, advertising,

marketing or publicity, without the prior written consent of the owner, and if such consent is given, only strictly in accordance with such consent and any and all instructions issued by the owner.

12. CONFIDENTIAL INFORMATION

12.1 Except to the extent set out in this clause 13, or where disclosure is expressly permitted elsewhere in this Agreement, each party shall:

12.1.1 treat the other party's Confidential Information as confidential; and

12.1.2 not disclose the other party's Confidential Information to any other person without the owner's prior written consent.

12.2 The Customer and CEVA shall (save as required by law or in order to fulfil their respective obligations under the Contract) keep secret and confidential all information relating to the affairs of the other received or obtained as a result of the operation of the Contract provided that (without prejudice to the forgoing) either party shall be entitled to pass on such information to its employees or Sub-contractors where reasonably necessary to enable such party properly to perform the Contract. CEVA shall also be entitled to make necessary disclosures to other CEVA group entities and third parties such as auditors, financial and legal advisors, and to actual and prospective providers of financing.

12.3 Clause 13.1 shall not apply to the extent that:

12.3.1 such information was in the possession of the party making the disclosure, without obligation of confidentiality, prior to its disclosure; or

12.3.2 such information was obtained from a third party without obligation of confidentiality; or

12.3.3 such information was already in the public domain at the time of disclosure otherwise than through a breach of this Agreement; or

12.3.4 such information was independently developed without access to the other party's Confidential Information.

12.4 The provisions of this clause 13 shall survive termination of the Contract.

13. TERMINATION

13.1 Either Party may terminate this agreement by providing reasonable written notice serviced by one Party on the other.

13.2 Either Party shall have the right to terminate this Agreement by not less than one month's notice in writing if the other Party shall commit any substantial breach of the terms set out or referred to in this Agreement and shall fail to remedy such breach (if capable of remedy) within 15 days after receiving notice in writing from the other Party requiring such breach to be remedied.

13.3 Either Party shall have the right to terminate this Agreement with immediate effect on written notice to the other Party if that other Party is insolvent, has an order made or passes a resolution for winding up or has a receiver, administrative receiver or administrator appointed.

13.4 CEVA may terminate this Agreement by serving upon the Customer not less than 7 days written notice if payment of any of its invoices is overdue by 7 days or more.

13.5 Upon termination of this Agreement, howsoever caused, the Customer shall forthwith pay to CEVA all and any

charges accrued and be liable for any obligations CEVA has undertaken to further the provision of the services.

14. FORCE MAJEURE

14.1 The Parties will be relieved of their obligations under this Agreement to the extent that their performance is prevented or delayed by, or their non-performance results wholly or partly from any event or circumstance beyond their reasonable control including (but not limited to):

- a) the act or omission of the other Party or its agent;
- b) strikes, lockouts or other labour disputes;
- c) general shortage and unavailability of labour fuel or materials;
- d) riots, civil commotion or acts of terrorism (or threats thereof);
- e) impact by aircraft or missiles;
- f) pandemic, threat of pandemic or any other threat of similar nature;
- g) fire, flood, exceptional conditions which render travelling impracticable or impossible; or
- h) any act of war.

If either Party is prevented from performing its obligations under this Agreement by any of the events or circumstances set out in clause for a continuous period of eight weeks or more, either Party shall be entitled to terminate this Agreement if it so chooses by seven days written notice to the other.

15. Variation

No variation of this Agreement shall be effective unless it is in writing and signed by the parties authorised representatives.

16. Waiver

16.1 A waiver of any right or remedy under this Agreement or by law is only effective if given in writing by an authorised representative and shall not be deemed a waiver of any subsequent breach or default.

16.2 A failure or delay by a party to exercise any right or remedy provided under this Agreement or by law shall not constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict any further exercise of that or any other right or remedy. No single or partial exercise of any right or remedy provided under this Agreement or by law shall prevent or restrict the further exercise of that or any other right or remedy.

17. Rights and Remedies

Except as expressly provided in this Agreement, the rights and remedies provided under this Agreement are in addition to, and not exclusive of, any rights or remedies provided by law.

18. Severance

18.1 If any provision or part-provision of this Agreement is or becomes invalid, illegal or unenforceable, it shall be deemed modified to the minimum extent necessary to make it valid, legal and enforceable. If such modification is not possible, the relevant provision or part-provision shall be deemed deleted. Any modification to or deletion of a provision or part-provision under this clause shall not affect the validity and enforceability of the rest of this Agreement.

18.2 If any provision or part-provision of this Agreement is invalid, illegal or unenforceable, the parties shall negotiate in good faith to amend such provision so that, as amended, it is legal, valid and enforceable, and, to the

greatest extent possible, achieves the intended commercial result of the original provision.

19. Assignment

Neither party shall, without the prior written consent of the other party (such consent not to be unreasonably conditioned, withheld or delayed), assign, transfer, mortgage, charge or deal in any other manner with the Agreement or any of its rights and obligations under or arising out of the Agreement, however CEVA shall assign its trade receivables without notification or consent.

20. Third Party Rights

A person who is not a party to this Agreement shall not have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Agreement.

21. Notices

21.1 Any notice or other communication required to be given under the Agreement, shall be in writing and shall be delivered personally, or sent by pre-paid post or recorded delivery or by commercial courier, to the address of the Party set out in the Agreement or as otherwise specified by the relevant party by notice in writing to each other party. Any notice or other communication shall be deemed to have been duly received:

21.1.1 if delivered personally, when left at the address referred to in this clause;

21.1.2 if sent by commercial courier, on the date and at the time of signature of the courier's delivery receipt; or

21.2 if sent by pre-paid post or recorded delivery, 9.00 am on the second working day after posting.

22. Relationship between the Parties

22.1 Nothing in this Agreement is intended to, or shall be deemed to, establish any partnership or joint venture between any of the parties, constitute any party the agent of another party, or authorise any party to make or enter into any commitments for or on behalf of any other party, except where expressly set out above.

22.2 Each party confirms it is acting on its own behalf and not for the benefit of any other person.

22.3 No agent or employee other than a director or secretary of CEVA has authority to make any representation or give any warranty about CEVA's business or services. Any representation made or warranty given by CEVA's directors or secretary shall not be binding unless and until confirmed in writing.

23. Entire Agreement

23.1 This Agreement (together with all of the other documents to be entered into pursuant to it) sets out the entire agreement and understanding between the parties and supersedes and extinguishes all previous agreements, promises, assurances, warranties, representations and understandings between them, whether written or oral, relating to its subject matter.

23.2 Each party agrees that it shall have no remedies in respect of any statement, representation, assurance or warranty (whether made innocently or negligently) that is not set out in this Agreement. Each party agrees that it shall have no claim for innocent or negligent misrepresentation or negligent misstatement based on any statement in this Agreement.

24. Governing Law and Jurisdiction

24.1 This Agreement and any disputes or claims arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.

24.2 Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (including non-contractual disputes or claims).

CEVA Showfreight, a Division of CEVA Logistics Limited

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