



**Design in
Mental Health**

CONFERENCE | EXHIBITION
AWARDS DINNER

Show Information

Venue	Coventry Building Society Arena
Show Dates	8 th – 9 th June 2022
Show Name	Design in Mental Health

Onsite Information

Stand Name:		Onsite Contact:	
Freight del time/date		Stand Number:	
Onsite Arrival Time		Hall Number:	

Company Information

Contact:		Telephone:	
Company:		Postcode:	
Invoice Address:			
Email:			
Accounts Email:			

Required Services (Please Tick)

Description	Tariff	Tick
Exhibition transport (Road Freight)	Quotation Request	
Freight Forwarding (Air/Sea Freight)	Quotation Request	
Customs Clearance	Quotation Request	
Courier Transport	Quotation Request	
Advanced Warehouse/ Transfer to event	Quotation Request	
Courier receiving at venue	£5.00 per item under 25kg up to 5 parcels	
Consignment receiving at venue	£30.00 for 6+ items under 25kg each	
Forklift unload/reload	£10.00 per cbm (minimum 3cbm charge)	
Empty case storage	£23.00 per cbm (minimum 3cbm charge)	
Accessible storage	£30.00 per cbm (minimum 3cbm charge)	
Stand assistance (Labour)	£25.00 per person per hour (min 3-hour charge)	
Pallet Shrink Wrap	£10.00 per pallet	

Freight Information

Quantity	Dimensions LxWxH (cms)	Weight (Kgs)	Description

Please note:

- After receiving your enquiry, you will receive a quotation and upon agreement a pro-forma invoice of which will require payment prior to the show.
- All rates are based on standard working hours 8am – 5pm excluding evenings and weekends, 30% surcharge may apply.
- All Transportation quotations do not include insurance, please request if required.
- CLS cannot be liable for badly packaged freight so please ensure all goods are packed correctly.
- CLS will not be responsible for any goods left unattended on stands.
- For courier collection a cut-off date of 1 week prior to the event will apply.
- On each booking an administration fee of **£10.00** will be charged on invoice.

Credit Card Information (Optional)

Card Number:			
Security (last 3 digits)			
Start Date:		Expiry Date:	
Registered Postcode:		Business or Personal:	
		Credit or Debit:	
Cardholder Name:		Email Address:	

Signature	
Print Name	
Date	

Booking deadline date for Transport:
Wednesday 1st June 2022