



Official Logistics Guide to COP27 Delegations Blue Zone

DB Schenker is the sole Official Logistics Provider for **Blue Zone**
06th - 18th November 2022 at **Sharm El Sheikh, Egypt**

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1. INTRODUCTION

This document provides detailed Procedures and guidelines to help conference participants who require the transportation of consignment(s) to Sharm El Sheikh, for the UN Climate Change Conference (COP27), taking place from 6 to 18 November 2022 at Sharm EL Sheikh International Convention Center.

DB Schenker is the officially appointed Freight Forwarder for and exclusive on-site handling contractor for COP27 for the Blue Zone and is responsible for the movement and co-ordination of all consignments inside the conference premises. All goods movement will be managed and administered by DB Schenker personnel only.

Conference participants are free to select their freight forwarder of choice or to use the services offered by DB Schenker through their overseas offices. Please follow the list of DB Schenker office contacts listed in the annex of this document or contact DB Schenker Egypt team members email eg.dl.cai.shippingcop@dbschenker.com.

To proceed with customs clearance of the consignment(s) at any Egyptian port or at the official bonded warehouse in Sharm EL Sheikh airport and delivery to the external warehouse, conference participants are free to use their broker of choice or in case they needed help, they could contact DB Schenker team as the officially appointed freight forwarder on eg.dl.cai.customsclearancecop@dbschenker.com to provide all the details pertaining customs clearance and delivery on site.

To reduce the carbon footprint of the conference, and due to logistical considerations, such as storage, the official warehouse will not be in a position to receive shipments in excess of a cumulative total weight of 50 kg per party or observer organization. Parties or observer organizations who have pavilions and/or have been assigned an exhibit booth will be allowed and be permitted an extra allowance of 50 kg.

2. PROCEDURES

2.1 RESTRICTED CARGO

The following items are considered restricted cargo and are prohibited for entry into Egypt under any circumstances:

- All kind of drugs and whatever is listed as opiate (narcotic),
- Binoculars,
- Weapons, ammunition, explosives, or any other military equipment,
- Drones,
- Water Scooter,
- Walkie Talkie devices,
- Any Items that would violate the Egyptian laws and legislations.

2.2 SHIPPING INSTRUCTIONS , CARGO PACKING & CASE MARKINGS

The following Documents will be needed for import customs clearance:

Cargo Arriving by Sea Freight (General Cargo Only)

Document Name	Original	Copy	Required
Commercial Invoice	3	2	Shippers Original Stamp & Signature
Packing List	3	2	Shippers Original Stamp & Signature
Bill of Lading	1	2	Sea Waybill / Express release also accepted

Cargo Arriving by Air Freight (General Cargo Only)

Document Name	Original	Copy	Required
Commercial Invoice	3	2	Shippers Original Stamp & Signature
Packing List	3	2	Shippers Original Stamp & Signature
Air Waybill	2	2	AWB

2.2.1 Commercial Invoice/Packing List

This Document must be duly typed in English. An Original Company Letter Head with an Original Company Stamp embossed along with an Authorized Signature. Color Printout (copy) of invoices or Agents Invoice formats are not acceptable

- The invoice must be itemized, clearly detailing each item in your consignment specifying the description of each item with its individual Value and Weight,
- **We also require segregation in in the invoices for Temporary and Permanent goods.** Goods under Permanent Import such us giveaways, brochures, consumables, gift items, etc. must be mentioned separately and preferably to be packed separately as a physically separate/individual package,
- The Commercial Invoice must clearly mention the Total Number of Packages, Total Gross Weight of the Consignment, and the Total Value of the Goods. HS Code if any the packing details must tally the details mentioned on the Airway / Seaway / waybill,
- Copy of Invoice template is available in the Annex section.

2.2.2 Consigning instructions for Blue Zone Delegations

All Consignments must be sent freight "Pre-paid "Up to destination

- **Consignee details for Governmental Consignments, please use the Embassy of delegation**
- **For Non-Governmental consignments please use below Consignee:**

Air freight – AWB Consignee Instructions	Ocean freight – BL Consignee Instructions
<p>Consignee: International Company for Hotels, Resorts and Conference Centers (Global Conference Management GCM) 24 Roushdy pasha street Heliopolis 11361, Cairo, Egypt C/O COP27 Conference</p>	

- **Notify** Schenker EGYPT LTD. Cairo International Airport, New Cargo Village
 Building CT2 PO Box 11861 Cairo, Egypt.
 Tel +202 22690961-22690962

- **Airports of Destination**

Cairo Airport / Sharm EL Sheikh Airport

- **Sea Ports of Destination**

Alexandria Port Portsaid East Port /Portsaid West Port Damietta

2.2.3 Arrival Deadlines & Warehouse Information & Receiving procedures

Please refer to the estimated shipping lead time in the Annex section given as an indication for the purpose of planning only. Schedules provided in this guide are for references only and not binding on DB Schenker They are based on information supplied by the operating carriers and are subject to change due to port/airport congestion, technical problems, failed screening, bad weather or any other reason beyond the control of DB Schenker. DB Schenker does not accept any liability for the consequential effects of non-delivery of cargo in case of any changes

Mode	Deadline
Airfreight	10 Working days before required delivery to Stand
Ocean freight FCL	15 Working days before required delivery to Stand
Ocean freight LCL	15 Working days before required delivery to Stand
Domestic Road Freight	3 Working days before required delivery to Stand

- All consignments will be delivered to DB Schenker’s external warehouse, and the cargo can be stored in our external warehouse before the required date to stand and 5 days after the end of the conference,
- In case shipment arrives after the above-mentioned dates, late arrival surcharges will be applied. DB Schenker cannot guarantee delivery on time,
- During conference time collection from the venue will only be possible from 10:00 PM to 6:00 AM

- Delegations need to place a booking with our team, at least 2 working days prior to the goods arriving at external warehouse in Sharm EL Sheikh,
- Delegations will need to provide the information listed & fill in the required form added in the annex section to be able to receive the consignment(s). We could be reached at the consignments counter in the Information & Services Hub open daily from 8:00 to 18:00 hours. Upon arrival to the venue, participants should follow the way-finding signage available throughout the conference site.

- I. Name of Delegation/Pavilion
- II. Conference Name/ Reference #
- III. Stand & Hall Number:
- IV. Contact Person:
- V. Number of Cases of
- VI. Gross/Net Weight
- VII. Date Required at Stand

2.2.4 *United Nations Shipping Label & case Marking Procedures*

- The United Nations have provided a label template to certify that all equipment, materials, or goods are being imported to Egypt for COP27. These labels should be attached to each package in a place visible for ease of identification by customs (Please refer to label sample in Annex section).
- For SIDE EVENTS and EXHIBITS, the consignment labels will be sent to the official organizers that have accounts in the side events and exhibits online registration systems (SEORS).
- For DELEGATIONS-PAVILLIONS and OFFICES, the consignments labels will be sent to the official organizers through their accounts with GL Events.

2.2.5 *Packaging Instructions*

- The Instructions of Agriculture central authorities regarding the “ISPM 15” international procedures of fumigation for the wooden packing materials, no shipping is allowed for any cargo on wooden pallets or any wooden containers that do not apply the ISPM 15. In case that cargo will arrive at the Egyptian ports without the fumigation & stamp, it will be re-exported back to origin with no liability to DB Schenker.
- Due to the possibility of repeated handling of your goods, from the origin point to delivery at your stand in the conference, it is essential that the freight is packed robustly and able to withstand the rigors of international cargo transportation. We recommend the use of solid and adequate packing materials that can withstand not only the transit to destination but also the multi handling that will be required during the transfer into the conference centre. Do bear in mind that these materials will also be used for the return and therefore must provide sufficient protection both to and from the exhibition. It is the responsibility of the agent /exhibitor to provide suitable Packing / covers to ensure the safe transfer of goods.

3. CUSTOMS CLEARANCE INFORMATION

IMPORTANT NOTES

- All Import shipments coming COP27 are exempted from Advance Cargo Information (ACI) registration for Ocean and Air consignments.
- All cargo arriving to Sharm EL sheikh Airport will not be declared through NAFEZA system.

3.1 CARGO TEMPORARY RELEASE FOR CONFERENCE AND RE-EXPORT PROCEDURES

Consignments will be customs cleared under temporary release system for use during the conference and upon the conference ends, delegations shall re-export all the consignments outside Egypt or should they wish, have them released as final, they shall pay all duties and VAT due, based on the Egyptian customs tariff set forth each HS code.

3.2 GIVEAWAYS AND ADVERTISING MATERIALS - CUSTOMS CLEARANCE INFORMATION

For giveaways, promotional items, full customs duties and VAT are duly due and will be paid based on the Egyptian customs tariff set forth each HS code and will be released as final import.

3.3 SELLING PARTIAL PART IMPORTED (MACHINES / EQUIPMENT'S)- CUSTOMS CLEARANCE INFORMATION

1. Delegation or whoever represents him with customs submits an invoice indicating that will need to be sold and the buyer (Importer).
2. Procedures are made through regular declaration of import (Final Import), all documentations related to final import rules and regulations are presented.
3. Duties and VAT if applicable and all customs approvals must be settled.

3.4 CUSTOMS PROCEDURES HAND CARRY

Passengers who are travelling to attend the conference are asked to refer to the Ministry of finance's COP27 customs procedures manual to check the items and quantities they are allowed to carry with them.

Please refer to the Annex Section for the complete Customs Manual

4. EMPTY PACKAGES HANDLING & STORAGE

4.1 PICK-UP, STORAGE AND DELIVERY OF EMPTY PACKAGES

Should delegations require DB Schenker to pick up empty packing materials, the form added in the annex section must be filled to be able us to pick up the consignment(s) and the required wrapping materials, when necessary as soon as the organization allows us to get into the halls once conference is ended. If the package is not palletized or retracted so that it can be transported without any difficulty, DB SCHENKER will do this service and charge it.

DB SCHENKER responsibility begins with the collection of the available empty packing materials at the stand and ends with the re-delivery onto the exhibition booths, regardless, whether the exhibitor is present or not. It is the exhibitor's responsibility to protect his package and merchandise. Packages with contents must be declared and stored separately. DB SCHENKER will not be responsible for items left inside the packages without prior declaration.

4.2 PICK-UP, STORAGE, AND DELIVERY OF FULL GOODS WITHOUT ACCESS DURING THE CONFERENCE

Same conditions as for the storage of empty packages. An inventory will have to be delivered along with the boxes and will be checked by a staff member of DB SCHENKER. Otherwise, we will not take responsibility for the content.

4.3 LONG-TERM STORAGE

The collection of the goods to be stored for a long term will be done in presence of the consignee? and a person from DB SCHENKER. The consignee must give DB SCHENKER a packing list of all the material to be stored. DB SCHENKER will check the contents against the packing list. After this list is checked, both parties will sign it and a copy of it will be given to the consignee.

DB SCHENKER will not admit any claim about material, which will not have been included in the list.

If the list only includes information about the number of pieces to be stored, then, the responsibility of DB SCHENKER will be limited to the delivery to the next fair of the exact number of pieces declared by the consignment sender. It is the exhibitor's responsibility to leave the goods properly wrapped and packed prior collection from the stand.

5. INSURANCE AND LIABILITY

Delegates are strongly recommended to check with their All-Risk Insurer that they are fully covered for all the work we may undertake on their behalf and to advise them of our terms and conditions.

The cost of insurance cover is not included in our charges. It is the responsibility of each consignee to arrange a full Marine (Transport) Insurance, covering transport of goods from country of origin to Sharm El Sheikh, and its return at the end of the conference, including the period exhibits/goods are handled by us. Goods are shipped at the risk of the customer. Insurance will not be done unless written request. DB Schenker will not accept any liability towards any loss or damage of exhibits/goods. DB Schenker will not be responsible for any freight left unattended at end of the conference. We will have all unclaimed cargo collected and moved to our warehouse off-site up on completion of the conference tenancy. Collection of any such cargo will be subject to additional handling and transportation charges.

6. TARIFF, INVOICING & PAYMENT TERMS

- Our invoices will be issued and due immediately after issuance unless otherwise agreed
- Our charges shall be settled before consignment(s) will be delivered at booth and our outbound charges before the departure of the return transport after the show.
- Duties and VAT for consumables items will be paid in advance by exhibitor
- In case of Cargo is no return, Charges collected in advance for Outbound will be returned Based on the Chargeable weight / Volume of the cargo against Proof of No return / Permanent Import declaration
- Mode of Payment – Cash & Credit Card / Bank Transfer
- Bank Transfer must be done 5 working days in advance & delivery will be subject to confirmation of the receipt from Bank

6.1 BANK DETAILS

QNB

Beneficiary Name: Schenker Egypt Ltd
Account No. (USD): 20314454087-32
IBAN: EG110037012008402031445408732

CITI

Beneficiary Name: Schenker Egypt Ltd
Account No. (USD): 0101583015
IBAN: EG270043000200000000101583007

6.2 CONFERENCE HANDLING TARIFF

Exhibition Handling Tariff – Air Freight

From arrival Aircraft Cairo airport to the booth on venue site

Inbound Handling Charges: USD 0.95 per chargeable weight / Per HAWB
 Minimum per Shipment: USD 350.00 (Weight / Volume ratio @ 1:6 or as per the chargeable weight declared on the Airway bill whichever is higher.)

Customs Formalities	USD 185.00 per Declaration/HAWB
Delivery Order	USD 110.00 per HAWB
Airport Handling	At actuals based on official receipts + 10% outlay fee (Estimated charges USD 0.15 per kg on chargeable weight, Minimum USD 75.00 per shipment, subject to change)
Airport Storage	USD 350 Min. for 3 days AFTER 3 DAYS USD 0.25 per chargeable weight
Customs Approvals (If Any)	USD 35.00 per approval
Inland	USD 0.30 per kg / Min: USD 350.00
Toll fees	Based on the type of the truck ranging from USD 30.00 – USD 600.00 At actuals based on official receipts + 10% outlay fee

The above includes:

- Customs clearance and import documentation for temporary importation.
- Delivery to Exhibition site.
- Unloading at the show site and delivery to Stand
- Removal of Empty packing material

From conference venue booth to F.O.B. Aircraft Cairo Airport.

Outbound Handling Charges: USD 0.95 per Kg / Per HAWB
 Minimum per Shipment: USD 350.00 (Weight / Volume ratio @ 1:6 or as per the chargeable weight declared on the Airway bill whichever is higher.)

Customs Formalities	USD 185.00 per Declaration/HAWB
Airport Handling	USD 0.15 per Kgs / Min USD 75.00
Export Airway Bill Fees	USD 110.00 per waybill
Airport Storage	USD 350 Min. for 3 days
Inland	USD 0.30 per kg / Min: USD 350.00
Toll fees	Based on the type of the truck ranging from USD 30.00 – USD 600.00 At actuals based on official receipts + 10% outlay fee
Customs duty	At actuals +10% Outlay fee
VAT charges	At actuals based on official receipts + 10% outlay fee

The above includes:

- Return of empty packing material to the stand on the last day of the show.
- Customs clearance
- Egypt customs clearance and export documentation for Re-exportation or Permanent importation
- Collection of the goods from the stand.
- Loading on Vehicle at the show site.
- Delivery to Cairo airport

Exhibition Handling Tariff – Ocean Freight

FCL Shipments - Full Container Load Service.

From arrival Vessel to any Egyptian Port up to the Booth at venue site

Inbound Handling charges

FCL 20' DC	USD 2575.00, minimum charges for up to 20 CBM
FCL 40' DC	USD 3100.00, minimum charges for up to 40 CBM
FCL 40' HC / OT	USD 3400.00, minimum charges for up to 45 CBM

Customs Formalities	USD 125.00 per Exhibitor/Container/Consignment.
Terminal Handling Charges	USD 450.00 for '20 DC USD 675.00 for '40' DC USD 845.00 for 40'HC
Customs Approvals (If Any)	USD 35.00 per approval
Port Handling	USD 150.00 per container
Exchange BL fees	USD 140 (If applicable) per HBL
Inland	USD 1500.00 for '20 DC, 40' DC Special equipment to be quotes on spot based on dimensions
Toll fees	Based on the type of the truck ranging from USD 30.00 – USD 600.00 At actuals based on official receipts + 10% outlay fee

The above includes:

- Customs clearance and import documentation for temporary importation.
- Unloading and/or De-stuffing of the containers and delivery to Stand
- Removal of Empty packing material

FCL Shipments - Full Container Load Service.

From collected booth stand to F.O.B. Vessel to any Egyptian Seaport.

Outbound Handling Charges:

FCL 20' DC	USD 2575.00, minimum charges for up to 20 CBM
FCL 40' DC	USD 3100.00, minimum charges for up to 40 CBM
FCL 40' HC / OT	USD 3400.00, minimum charges for up to 45 CBM

Customs Formalities	USD 125.00 per Exhibitor/Container/Consignment.
Terminal Handling Charges	USD 450.00 for '20 DC USD 675.00 for '40' DC USD 845.00 for Special equipment (in-gauge. out-gauge, subject to change)
Port Handling	USD 150.00 per container
BL fees	USD 60.00 per BL
Inland	USD 1500.00 for '20 DC, 40' DC Special equipment to be quotes on spot based on dimensions
Toll fees	Based on the type of the truck ranging from USD 30.00 – USD 600.00 At actuals based on official receipts + 10% outlay fee

The above includes:

- Return of empty packing material to the stand on the last day of the show.
- Egypt customs clearance and export documentation for Re-exportation or Permanent importation
- Collection of the goods from the stand and loading and/or stuffing of the containers.
- Transportation to Port

LCL Shipments - Loose Container Load /Part container Load Service.

From arrival Vessel to any Egyptian Port up to the Booth at venue site

Inbound Handling charges: USD 70 per CBM or 1000 Kgs whichever is higher
Minimum per shipment: - USD 400.00

Customs Formalities	USD 125.00 per Exhibitor/Container/Consignment.
Delivery Order	USD 150.00 per BL
Port Handling & LCL Handling	USD 75.00 Per CBM (Minimum USD 350.00)
Customs Approvals (If Any)	USD 35.00 per approval
Co loader Handling & Warehouse	USD 100.00 Per CBM
Exchange BL fees	USD 140 (If applicable)
Inland	USD 0.30 per kg / Min: USD 275.00
Toll fees	Based on the type of the truck ranging from USD 30.00 – USD 600.00 At actuals based on official receipts + 10% outlay fee
Customs duty	At actuals +10% Outlay fee
VAT charges	At actuals based on official receipts + 10% outlay fee

The above includes:

- Customs clearance and import documentation for temporary importation.
- Delivery to Exhibition site.
- Unloading at the show site and delivery to Stand.
- Positioning on Stand (First Time Spotting).
- Removal of Empty packing material & storage of the same during the exhibition.

LCL Shipments - Loose Container Load /Part container Load Service.

From collected booth stand to F.O.B. Vessel to any Egyptian Seaport.

Outbound Handling Charges: USD 70.00 per CBM or 1000 Kgs whichever is higher.
 Minimum per Shipment : USD 400.00

Customs Formalities	USD 125.00 per Exhibitor/Container/Consignment.
BL fees	USD 60.00 per BL
Port Handling & LCL Handling	USD 75.00 Per CBM (Minimum USD 350.00)
Inland	USD 0.30 per kg / Min: USD 275.00
Toll fees	Based on the type of the truck ranging from USD 30.00 – USD 600.00 At actuals based on official receipts + 10% outlay fee

The above includes:

- Return of empty packing material to the stand on the last day of the show.
- Egypt customs clearance and export documentation for Re-exportation or Permanent importation.
- Collection of the goods from the stand. & Transportation to any Egyptian Port.

External storage in Schenker's warehouse will be as follows:

- **Warehouse Storage** USD 15.00 per CBM per day
- **Handling In/Out Charges** USD6.00/CBM (Minimum of 2 CBM)
- **Stock Management fees** USD 50/- Per week/Per Exhibitor
- **Trucking charges** USD 50 Per CBM Minimum 5 CBM
- **Forklift Rental** USD 150.00 per hour (Minimum of 2 hours per job)
*** Based on 3 Ton Forklift
- **Hire of Labor** USD 25.00 per hour per person (Minimum of 4 hours per job)
***Unskilled labors

NOTE: Storage of empty cases during the show, above charges will be applied.

- **Crane for Grounding Containers On-Site (If required).**
20' /40' Empty Container: USD 250.00 per lift per container.
20' /40' Loaded Container: USD 250.00 per lift. Per container
- **Special equipment's for out-gauge will be quoted upon request**
- **Extra Packing cost will be quoted upon request**

Terms & Conditions

- Cargo & Transport Insurance. Airline/Port Storage or Demurrage, Detention, Exchange BL fees, documentation, hire of any equipment, overtime surcharge, Holiday surcharge or any other special handling, which if applicable will be charged additional.
- Abnormal/unforeseen charges, such as unloading of the container at port for customs inspection. Special Handling of oversized or heavy lift pieces (For any Box or Crate, which exceeds more than 2 tons a piece or with dimensions that exceed 2m x 2m x 1.5m where special handling is required, we will quote our handling charges on a case-to-case basis).
- Storage of Empty Cases is based on the Storage space availability near the exhibition site. If this is to be arranged at a distant area, then additional handling and Transportation Charges will apply.
- Stand Dressing, assembly of display panels or exhibits or machinery or decoration of any kind. Storage charges (before and after the event) or re-exports freight charges.
- Cargo subject to approval from any Government department or Ministry for importation licenses shall be additional and subject to approval. Charges towards which will be additional.
- 10 % outlay fee will be applicable to all outlays.
- Tariff is based on general cargo only, on dangerous/prohibited/perishable goods.
- Egypt Customs Duty, Taxes and Outlay fees are excluded.
- Provision of Hire of Equipment – Forklift, CRA, Pallet Truck, etc. Provision of Packing materials and Supply of Labor for assistance on the Stand.
- For additional services not listed above, an individual quotation will be given upon receipt of your requirements
- Rates quoted basis current Rates and Tariffs, subject to changes with/without prior notice.

<p>Exclusions And Miscellaneous Remarks</p>	<ul style="list-style-type: none"> • Accessible storage, Insurance, packing / Unpacking, overtime surcharges. Late arrival surcharge, Heavy exhibit surcharge or any special handling which if applicable will be additional. • Rates are not Valid for any individual Piece / exhibit exceeding more than 2 Tons in weight or which dimension more than 2m x 2m x 1.5m, where special handling is required. we will provide charges for handling of such cargo up on request or on case-to-case basis. • Any Charges incurred due to circumstances beyond our control and or levied by the authorities will be charged on actual. • All freights should be palletized or cases and capable of being handled by Forklifts or Pallet Trucks. Any containers or consignments which are shipped with those stand fitting materials will be subject to surcharge. • For Any additional services not listed above, an individual quotation will be provided up on receipt of your requirements
<p>Exclusions And Miscellaneous Remarks</p>	<ul style="list-style-type: none"> • The above rates cover unsecure storage of empty cases/packaging materials onsite for the deration of the event, however due to the unforeseen reason if we are not permitted to store the empty cases on site either by organizer or by the Venue Management than either the representative of freight agent has to arrange to take the empty cases /packaging material offsite an deliver it back at the end of exhibition or we can arrange to have it moved to our warehouse storage facility for a fee and it can be quoted up on request. • 10% VAT will apply on all our services, hence kindly share with us your VAT certificate copy

Exclusions And Miscellaneous Remarks

- Schenker Egypt cannot be held responsible for any loss or damage. It is the responsibility of the agent /exhibitor to provide suitable Packing / covers to ensure the safe transfer of their goods and carry out a full insurance coverage from point of collection at Origin up to the return of the goods back to the client including all the work that may be carried out by us on the client's behalf
- Schenker Egypt will not be responsible for any freight left unattended on the booth at end of the exhibition. We will have all unclaimed cargo collected from the booth and moved to our warehouse off-site up on completion of the show tenancy. Collection of any such cargo will be subject to additional handling and transportation charges.
- Rate Quoted basis on the current market rates and tariffs, subject to change with or without prior Notice. Details of the cargo is to be declared in advance against proof of import / waybill or import declaration.

7. CONTACTS MINISTRY OF FINANCE

Ministry of Finance Contacts for COP27

Email address for Ministry of finance:

finance@mof.gov.eg

Email address for Conference Customs and Taxes Committee:

customs@cop27.eg

Fax number:

+2 02 234 279 52

Address:

Ministry of Finance Buildings

Ramses Street – Cairo

Building 1 Customs delegation for COP27

Building 3 Chief of Egyptian Customs

Ministry of Finance COP27 customs Procedures Manual



MOF COP27 Customs
Procedures Manual.pr

8. CONTACTS DB SCHENKER

DB Schenker Egypt Main Contacts

Address:

Cairo International Airport, New Cargo Village
Building CT2 PO Box 11861 Cairo, Egypt

Telephone

+202 22690961/62

Email address for Shipping & Freight:

eg.dl.cai.shippingcop@dbschenker.com

Email address for Customs Clearance:

eg.dl.cai.customsclearancecop@dbschenker.com

Name:

Eman Mohamed

Designation:

Chief Commercial Officer

Mobile number:

+20 100 005 51 55

Email address:

eman.mohamed@dbschenker.com

DB Schenker Overseas Offices Main Contacts

Please see below a list of our international recommended agents. Please contact the local agent in your area for a door-to-stand freight forwarding service. And contact Schenker Egypt, Fairs and Events if you do not see an agent listed for your area.

Australia	Schenker Australia Pty Ltd,	Tel: +61 478 301467 Email: jason.bejah@dbschenker.com Contact: Mr. Jason Bejah
Austria	Schenker& Co AG,	Tel: +43 57686 271520 Mobile: +43 664 88600337 Email: walter.zehetner@dbschenker.com Contact: Mr. Walter Zehetner
Bahrain	Almoayed Schenker Wll	Tel: +973 17 322 2228 Mobile: +973 38965501 Email: mohammad.idris@dbschenker.com Contact: Mohammad Idris
Belgium	Schenker NV	Tel: +31 20 5000550 Mobile: +31 6520 86 513 Email: nicole.biesheuvel@dbschenker.com Contact: Ms. Nicole Biesheuvel
Bulgaria	Schenker Eood	Tel# +359 29429134 Fax# +359 29753055 Email: stella.valcheva@dbschenker.com Contact: Stella Vacheva
Canada	Schenker of Canada Ltd	Tel: +1 905 676 0676 Mobile: +1 416 723 5811 Email: cindy.avila@dbschenker.com Contact: Ms. Cindy Avila
China Hong Kong Macau	Schenker (HK) Ltd	Tel: +852 2585 9688 Hong Kong + Mobile: +852 9467 4552 Macau Email: raymond.ho@dbschenker.com Contact: Mr. Raymond Ho

DB Schenker Overseas Offices Main Contacts

China	Schenker China Ltd.	Tel: +86 (0) 21 6170 8994 Mobile: +86 (0) 135 0196 4352 Email: christine.pan@dbschenker.com Contact: Ms. Christine Pan
Cyprus	GAP Vassilopoulos Ltd.	Tel: +357 22 710000 Mobile: +357 99437011 Email: afim@gapgroup.com Contact: Ms. Elena Michaelides
Czech Republic	Schenker spols.r.o. Fairs and Exhibitions Department	Tel: +420 242405166 Fairs and Exhibitions Mobile: +420 724959669 Department Email: pavel.trnka@dbschenker.com Contact: Mr. Pavel Trnka
Denmark	Schenker A/S Fairs and Exhibitions Department	Tel: +45 368 6949 3 Fairs and Exhibitions Mobile: +45 284 4875 4 Department Email: thomas.holm@dbschenker.com Contact: Mr. Thomas Holm
Finland	Schenker Oy	Tel: 358(0)105204669 Email: tanja.lehtinen@dbschenker.com events.fi@dbschenker.com Contact: Tanja Lehtinen
France	Schenker France Events Department	Tel: +33(0)148 63 32 14 Email: jeanfrancois.perez@dbschenker.com Contact: Mr. Jeff Perez
Germany	Schenker Deutschland AG	Tel: +49 6107 74-201 Mobile: +49 151 11730009 Email: nadine.gutmann@dbschenker.com Contact: Ms. Nadine Gutmann
Greece	Schenker AE	Tel: +30 210 9494241 Mob: +30 6985551114 Email: mata.michalaki@dbschenker.com Contact: Mr. Mata Michalaki

DB Schenker Overseas Offices Main Contacts

Hungary	Schenker Hungary	Tel: +36 1 2787129 Fax: +36 1 2787801 Email: andrea.foldes@dbschenker.com Contact: Ms. Andrea Foldes
India	Schenker India Pvt Ltd	Tel: +91 80 4037 6902 Email: anamitra.mukherjee@dbschenker.com Contact: Mr. Anamitra Mukherjee
Indonesia	PT Schenker Petrolog Utama	Tel: +62 21 78843788 Mobile: +62 811 13110899 Email: mohammad.ilyas@dbschenker.com Contact: Mr. Mohammad Ilyas
Israel	Orian - Israel	Tel: +972 3 9728814 Mobile: +972 52 2582537 Email: ronen.azulay@orian.com Contact: Mr. Ronen Azulay
Italy	Schenker Italiana S.p.A. Fairs & Exhibitions Dept	Tel: +39 02 51666.235 Email: felice.moliterno@dbschenker.com Contact: Mr. Felice Moliterno
Japan	Schenker-Seino Co Ltd	Tel: +81 3 66260122 Mobile: +81 80 88247991 Email: hisayoshi.ueda@schenker-seino.co.jp Contact: Mr. Hisayoshi Umeda
Jordan	DBS Levant Logistics	Mob: + 962 77 1066662 Email: abuhadba.shireen@dbslevantlogistics.com Contact: Shireen Abu Hadba
Korea	Schenker Korea Ltd.	Tel: + 82 32 744 0429 Email: sangick.park@dbschenker.com Contact: Sangick Park

DB Schenker Overseas Offices Main Contacts

Kuwait	Al Ghanim Group & Shipping	Tel: +965 2 421 1701 Fax: +965 2 428 678 E-mail: lionel.pereira@alghanimgroup.com Contact: Lionel Pereira
Lebanon	DBS Levant Logistics SARL	Tel: + 961 1 566389 Fax: +961 1 581157 Email: lebanon@dbslevantlogistics.com Contact: Roula Dagher
Malaysia	Schenker Malaysia	Tel: +60 3 79497888 Mobile: +60 19 3529827 Email: angie.ng@dbschenker.com Contact: Ms. Angie Ng
Netherlands	Schenker International BV Exhibitions Department	Tel: +31 (0) 20-5491069 Mobile: +31 62 0494060 Email: martin-ter.heide@dbschenker.com Contact: Mr. Martin Ter Heide
New Zealand	Schenker (NZ) Limited	Tel: +64 9 255 2892 Email: sangeetha.sreedharan@dbschenker.com Contact: Sangeetha Sreedharan
Oman	Schenker Khimji LLC	Tel: +968 2461 6414 Fax: +968 2461 6499 Email: dennis.gallardo@dbschenker.com Contact: Mr. Dennis Gallardo
Pakistan	CEI Supply Chain (PVT) Ltd	Tel: +9221111700123 Email: majid.shabbir@cei.com.pk Contact: Majid Shabbir
Qatar	Schenker Logistics WWL	Tel: +974 44 995755 Fax: +974 44 995756 Email: annmarie.lindfors@dbschenker.com Contact: Ms. Annmarie Lindfors


DB Schenker Overseas Offices Main Contacts

Saudi Arabia	Schenker Saudi Arabia LLC	Tel: +966 11 217 6035 Fax: +966 54 097 3321 Email: mohammed.sohaib@dbschenker.com Contact: Mr. Mohammed Sohaib
Singapore	Schenker Singapore (Pte) Fairs and Exhibitions	Tel: + 65 6245 5395 / Fax: + 65 6245 5385 Email: serena.chew@dbschenker.com Contact: Serena Chew
South Africa	Exhibition Freighting GSM	Mobile: +27 84 784 0466 Email: ef-gsm@ef-gsm.co.za Contact: Mr. Desmond Rohrbeck
Spain	Schenker Espana SA	Tel: + 34 934 820 195 Fax: + 34 934 830 173 Email: silvia.perez@schenker.com Contact: Silvia D Perez
Sweden	Schenker AB Fairs and Exhibitions	Tel: +46313370570/+46702649324 Email: kristian.spang@bschenker.com Contact: Mr. Kristian Spang
Switzerland	Schenker Switzerland Ltd.	Tel: +41 585 895 113 / Fax: +41 585 895 973 E-mail: mario.reichle@dbschenker.com Contact: Mario Reichle
Taiwan	Schenker Hong Kong (Taiwan Br.)	Tel: +886-2 2503 0101 /+886-2 2503 0190 Email: peter.yiu@dbschenker.com Contact: Peter Yiu
Thailand	Schenker (Thai) Ltd	Tel: +66 81 8908891 Email: saran.limvorasak@dbschenker.com Contact: Ms. Saran Limvorasak

DB Schenker Overseas Offices Main Contacts

Turkey	Schenker Arkas Nakliyatve Tic AS Fairs and Exhibitions	Tel: +90 212 465 6145/ Fax: +90 212 465 6135 Email: emine.dikmen@schenkerarkas.com.tr Contact: Emine Dikmen
UAE	Schenker LLC Al Masood Tower, Office 702, Airport Road,	Tel: +9714 2956111 Fax: +9714 2941045 Ctc: Anas Al Arid Email: Anas.Al-Arid@dbschenker.com Ctc: Edward Gillo Email: edward.gillo@dbschenker.com General Contact Email: ae.dl.dxb.fairs-events-UAE@dbschenker.com
United Kingdom	Schenker Ltd Fairs and exhibitions	Tel: +44 1268 632 207 /Fax: +44 1268 416 490 Email: luke.wrigley@dbschenker.com Contact: Luke Wrigley
United States of America	Schenker Inc Fairs and Exhibitions	Tel: +1 847 954 4896 / Mob: +1 847 910 8769 Email: cheryl.gajewski@dbschenker.com Contact: Ms Cheryl Gajewski


9. ANNEXES



Secretariat of the United Nations Framework Convention on Climate Change (UNFCCC), the Kyoto Protocol and the Paris Agreement

COP 26

Glasgow Climate Change Conference, 31 October -12 November 2021



**DELEGATION
PAVILION**

ADDRESS: Pickfords Glasgow
Bothwell Park Industrial Estate
Unit 6 Hornal Road
Glasgow / G71 7EE

Warehouse contact: daniel.long@pickfords.com 0044 203 651 6234
lucia.trunkfield@pickfords.com 0044 203 188 2291

**DELEGATION
PAVILION**

Consignee/recipient at venue:

Name/Attn.	
Organization	
Telephone/Mobile	
E-mail	
Airway bill	
Reference/delivery to	
Box No.	

Total ofboxes

i.e. office, pavilion, exhibits, meeting room, etc.

Non-commercial goods for education and training purposes only!

Booking Form



COP 27 Shipping Request Form

To book any of DB Schenker's services with, please fill this form and should provide us with all the needed data.

ORGANISATION / DELEGATION / PAVILION NAME:

FULL ADDRESS DETAILS:

PRIMARY CONTACT NAME:

EMAIL:

TELEPHONE NUMBER:

SECONDARY CONTACT:

EMAIL:

TELEPHONE NUMBER:

NUMBER OF ITEMS TO BE RECEIVED BY DB
SCHENKER AND DELIVERED TO COP 27:

BRIEF DESCRIPTION OF THE CONTENTS:

DIMENSIONS OF ITEMS:

WEIGHT OF ITEMS:

ORGANISATION / PAVILION / DELEGATION LOCATION
WITHIN COP 27:

REQUESTED DELIVERY DATE AT COP 27:

WILL YOU REQUIRE ADDITIONAL SERVICES DURING OR POST THE EVENT?	YES <input type="checkbox"/> NO <input type="checkbox"/> (If yes; please refer to annex 5)
DESCRIPTION OF SERVICE REQUIRED:	
DATES SERVICE REQUIRED:	

START TIME:		FINISH TIME:	
--------------------	--	---------------------	--

ADDITIONAL SERVICES REQUIRED <ul style="list-style-type: none"> Porterage / Un – Packing / Packing Services Assembly / Fitter Service Forklift with Driver Storage During /or Post the Event Vehicle Hire and Driver Environmental disposal of any unwanted assets and/or materials Collection of Packaging Debris Moving and handling equipment, trolleys, pallet truck 	
BRIEF DESCRIPTION OF WORK TO BE CARRIED OUT:	
ORGANISATION / PAVILION / DELEGATION LOCATION:	

DATES SERVICE REQUIRED:	
--------------------------------	--

START TIME:		FINISH TIME:	
ADDITIONAL COMMENTS / REQUESTS			

Estimated Shipping Lead times for Air and Ocean Freight

Origin	POL	POD	Lead Time Port to Port	Booking time frame
Germany	Hamburg	Alexandria	11~13 Days	14 Days Prior to Sailing
Italy	Genoa	Damietta	4~6 Days	14 Days Prior to Sailing
France	L'Havre	Port Said	17~19 Days	14 Days Prior to Sailing
Spain	Valencia	Alexandria	7~9 Days	14 Days Prior to Sailing
Belgium	Antwerp	Dekheila	11~12 Days	14 Days Prior to Sailing
China	Shanghai	Sokhna	29~32 Days	21 Days Prior to Sailing
South Africa	Durban	Alexandria	37-44 days	14 Days Prior to Sailing
United States	New York	Damietta	29-37 days	21 Days Prior to Sailing
United States	Norfolk	Damietta	29-37 days	21 Days Prior to Sailing
United Arab Emirates	Jebal Ali	Sokhna	19-23 days	14 Days Prior to Sailing
Mexico	Veracruz	Dekheila	24-33 days	21 Days Prior to Sailing

Origin	Booking time frame	Lead Time Airport to Airport	Frequency
FRA	3 – 5 Days	2-3 days	3 CONSOL/week
MIL	3 – 5 Days	2-3 days	Once a week/each CONSOL
BRU	3 – 5 Days	3-4 days	Once a week/each CONSOL
AMS	3 – 5 Days	3-4 days	Once a week/each CONSOL
CDG	3 – 5 Days	2-4 days	Once a week/each CONSOL
CGN	3 – 5 Days	2-3 days	Once a week/each CONSOL
BCN	3 – 5 Days	2-4 days	One flight per week
IST	3 – 5 Days	2 days	2 flights per week
LHR	3 – 5 Days	3-5 days	One flight per week
ORK	3 – 5 Days	2-4 days	One flight per week
JFK	5 – 7 Days	4-6 days	Subject to space availability
LAX	5 – 7 Days	4-6 days	Subject to space availability
ORD	5 – 7 Days	4-6 days	Subject to space availability
ATL	5 – 7 Days	4-6 days	Subject to space availability