

OTC 2020
4 – 7 MAY 2020
HOUSTON, USA



For your guidance, we would like to give you shipping and documentary requirements for temporary importation of exhibits into the USA. It is important that all Shipping instructions are strictly adhered to in order to ensure quick and smooth clearance of consignments.

Sea freight



Deadline for collecting of goods at your UK warehouse/office address:

Tuesday 3rd May 2020

Deadline for receiving of goods at our UK depot:

N/A

Airfreight



Deadline for collecting of goods at your UK warehouse/office address:

Monday 6th April 2020

Deadline for receiving of goods at our UK depot:

Wednesday 8th April 2020

Packing



All solid wood packaging materials/pallets must be treated and stamped in accordance to the ISPM15 regulation. Avoid sending goods in bubble wrap or flimsy cartons as this is not sufficient packing to protect them. We recommend the sturdiest packing you can provide. If necessary, invest in a sturdy, re-usable exhibition-packing crate

Heavy cases should indicate centre of gravity point
Pallets dispatched by airfreight must declare number of cartons per pallet.

Goods for temporary import and permanent import should be packed separately.

Labelling

All packages should be clearly marked with:

Exhibition Name : _____

Name of Exhibitor : _____

Venue: _____

Stand Number : _____

Case Number : _____ of _____

All business is transacted only in accordance with our General Trading Conditions. A copy of these conditions are available via this [LINK](#)



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