



Agility

Fairs & Events

LOGISTICS Q&A at ExCeL



Helpful Questions & Answers



EXCeL
LONDON

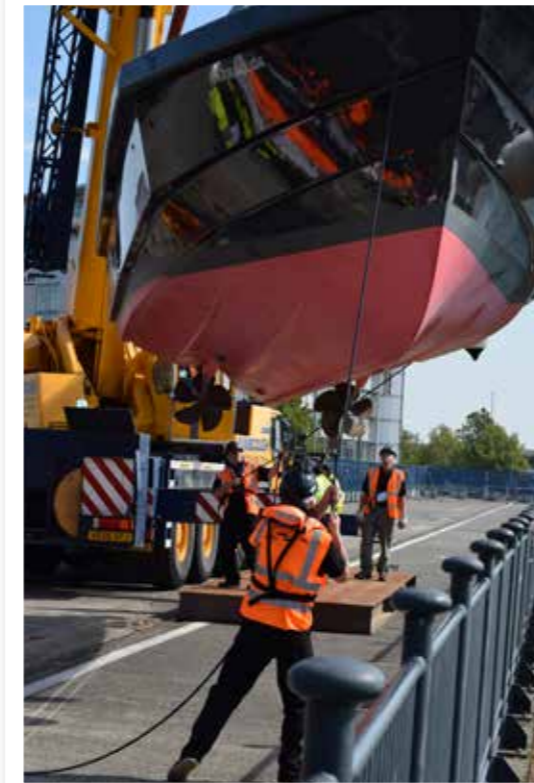
ExCeL London's Official Logistics Partner

Key tips for logistics and warehouse handling at ExCeL London

As the official logistics partners for ExCeL London, it is Agility Fairs & Events responsibility to ensure that your exhibits, stand or marketing materials arrive at the venue safely and on time. Below are some recommendations and advice:-

What are the services provided by Agility at ExCeL London ?

- Pre and post event warehouse storage via our own on site facility
- Courier handling (receiving, logging and delivery)
- Offloading and delivery to stand for date and time requested
- Collection, storage and return of empty packaging
- Provision of mechanical lifting equipment, including forklifts, cranes and pallet trucks
- Skilled and un-skilled labour



PRE SHOW

- **Question:** I am an overseas exhibitor and I would like my exhibit materials collected and delivered to the venue; can Agility assist ?
Answer: Agility Fairs & Events are a division of global freight forwarders Agility Logistics, and we have the resources to collect and deliver from any location worldwide.
- **Question:** I am a UK exhibitor and I would like my exhibit materials collected and delivered to the venue, can Agility assist?
Answer: Agility Fairs & Events have a network of transport offices across the UK and we can collect from and deliver to any location in the UK.
- **Question:** Our exhibit materials will arrive at the venue prior to the show build-up, is there somewhere on site where these items could be stored, and stored securely?
Answer: Agility Fairs & Events have their own secure on site warehouse at the venue, we can receive, log and store items prior to show build-up commencing.
- **Question:** My company are shipping outside the EU, however understand customs formalities are required, can you offer any help/advice?
Answer: Agility Fairs & Events can arrange customs formalities for both temporary and permanent imports of exhibit materials for the event; this will include the necessary documentation requirements also.

ON SITE

- **Question:** Can Agility deliver my exhibit materials direct to my stand for any show at the venue?
Answer: Depending on size and weight of consignment, Agility can deliver direct to stand; please provide sizes and weight to our Agility representatives in advance.
- **Question:** I would like to book a forklift for offloading also reloading my trailer of stand fitting materials, can Agility assist?
Answer: Agility can assist to arrange this either directly (our appointed events) or via the event's official appointed logistics contractors.
- **Question:** Once I have completed the unpacking of my exhibits, is there somewhere I can store my empty packaging?
Answer: We can arrange this for you, and can store via our own on site warehouse; this also applies to secure storage items.

BREAKDOWN

- **Question:** My courier company will come to collect our items, however cannot collect during the evening of the breakdown; is there a safe place to store items until their arrival?
Answer: Agility Fairs & Events can arrange the collection of your exhibit materials from stand and store in our on site warehouse pending the arrival of your courier company.

CONTACTING AGILITY THROUGHOUT SHOW TENANCY PERIOD

Agility's on site team will be available to assist you throughout the show tenancy period, and can be contacted via our main switchboard number.



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