

# HERMES

EXHIBITIONS & PROJECTS LTD.



## The 10<sup>th</sup> World Congress on Controversies in Neurology (CONy)

March 17-20, 2016 | Lisbon, Portugal

### **Logistics services for inserts**

"Hermes" had been nominated as the sole logistic agent for the Cony Congress.

For handling services to your participants' bags inserts, you are kindly requested to follow the following shipping instructions:

### **Packing and Shipping instructions**

- a) Place a sample of your insert on the package itself.
- b) Please send shipment details (tracking number, number of packages, etc) to Mr. Motty Wizman: [mottyw@hermes-exhibitions.com](mailto:mottyw@hermes-exhibitions.com).
- c) Please mark on the package "Insert for CONy participants' bags."
- d) Number parcels, e.g: 1/1, 1/2, 1/4
- e) Note: Do not mix insert material with other material, such as display or exhibition, please mark clearly "Insert for Participants' Bags".

### **Advance warehouse delivery address (customs cleared, courier shipments)**

#### **Merkur Portugal – Expo Logistics**

c/o "Cony 2016 "  
"Name of Exhibitor" "Stand Number"  
EN 10, km 126,5  
Ponte Silveira  
2615-001 Alverca  
Portugal  
+ 351 912240666

#### **Deadline**

### **All inserts must be delivered to the advance warehouse March 14**

You may choose any freight forwarder with which to send your goods, however please note that neither Hermes nor Comtec will be held responsible for goods clearance in the case they are held in customs.

**Important Note:  
The above date is for customs cleared goods only**

**Inserts that do not arrive by the deadline will not be included in the participants' bags.  
Shipments that arrive without pre alert and payment confirmation will not be accepted.**

#### **Shipment steps from free arrival advance warehouse**

Shipment arriving to warehouse will be handled as follows:

- Received at the warehouse
- Storage
- Pickup from storage
- Unloading and delivery to the Sana Hotel



**Handling tariff** Per Exhibitor / per shipment Normal working hours only (each CBM=300 KG)

Minimum charge	€ 218.00
101-300 Kg	€275.00
300-500 Kg	€325.00
From 501 Kg Per each additional 100 Kg	€ 58.00

For enquiries and further information

Please contact Mr. Motty Wizman

Email: [mottyw@hermes-exhibitions.com](mailto:mottyw@hermes-exhibitions.com)

Tel: +972 8 914 6421

**Direct deliveries to Congress venue**

Venue : Sana Lisboa Hotel

Av. Fontes Pereira de Melo 8

1069-310 Lisbon, Portugal

Notify : Erez Lachiany Production Manager

T: 972.3.566.6166

**All inserts must be delivered direct to venue between March 9-15**

**You may choose any address to send your goods, however please note that neither Hermes or Comtec will be held responsible for goods sent directly to the hotel**

**Best Regards,  
Hermes**