



**Official
Exhibition Freight Handling Tariff**

DKOU Berlin 2026

Oct. 20th – 23rd 2026

DKOU2026

Exhibition freight handling tariff

General conditions



§ 1

The exhibition freight handling tariff is valid for all operations and services undertaken on the Berlin exhibition ground and the CCB Berlin by the official forwarding agent. This includes all on-site handling of freight and carrying out all necessary formalities for both domestic and foreign shipments.

The Messe Berlin GmbH reserves the right to use the traffic control system with timeslots to be booked for unloadings and loadings via forwarding forklift service. The booking of a timeslot is mandatory to book upfront for access to the venue.

§ 2

The official tariff will form the basis for all invoices by the official forwarder. Prices shown are maximum rates. Calculations 1cbm = 333kg, and exclude German VAT.

The administration charges cover planning and supervisory work carried out by the official forwarder (i.e. arranging and holding available sufficient labour and equipment, handling of empties / exhibition goods, etc.). Commission will be levied for non-pre-booked orders percentual on the order value.

§ 3

In addition to the fairs and exhibition tariff all orders are undertaken strictly as per the "German Forwarders Terms and Conditions" (ADSp) latest issue. All orders of cranes and heavy load orders are undertaken as per the "BSK" – terms and conditions latest issue, copies of both terms are available on request.

When renting a motorized vehicle, a certificate of competency (e.g. IPAF certificate) must be presented in advance.

§ 4

Shipments can only be accepted on a Freight Prepaid basis up to "free arrival on-site warehouse Berlin." Each package must be clearly labeled with all booth and consignee details to ensure the delivery on time on the booth. Every shipment needs to be pre-alerted in writing to the official forwarder before arrival.

§ 5

Official Forwarding Agents Contractual Responsibilities and Liabilities:

The responsibility and liability for the freight ends once the goods have been delivered to the exhibitors stand, whether the exhibitor is present or not. In the absence of written instructions to the contrary, goods may be delivered to the stand commencing on the first day of the official build-up period.

The responsibility and liability for storage during the exhibition of empty packing materials and / or freight commence with collection of same from the exhibitors stand and ends when the material has been returned at the close of the exhibition. Under no circumstances are goods to be left in cases labelled for empty case storage. In such instances no liability can be accepted for such goods. Goods which are required to be stored during the exhibition are to be separately declared and labelled as such.

The responsibility and liability for freight at the close of the exhibition commences with its collection from the stand during the official dismantling period whether the exhibitor is present or not.

The surrendering of documents by the exhibitor at the Forwarders office and the acceptance of same does not constitute any admission responsibility or liability for freight which has not yet been collected from the stand.

In case of a non-used service to a booked timeslot, the official freight forwarders are free to reserve the right to charge 1 forklift hour for the loss of service.

Exhibitors are recommended to take out transport and storage insurance for their goods, details of such insurance can be obtained from the official forwarders. Insurance cover over the storage of empty packing materials can only be obtained on special request from the official forwarder.

The official forwarder cannot be held responsible for any verbal order or instructions given by the exhibitors directly to the labour force.

§ 6

The collection and storage of empty packing material is carried out by the official forwarder following receipt of a written order. The building inspectorate and fire department generally do not permit the storage of empty packing materials in the exhibition halls. Should such materials be discovered by end of the official build-up period, it will be removed by the official forwarder of the event even if no order has been placed by the exhibitor. The resulting costs will be charged to the exhibitor.

The empties must be handed over in weatherproof, transport-friendly packaging condition, and clearly marked with an empties label. The empties labels will be pre-printed by the freight forwarder.

§ 7

Complaints of any kind must be submitted in writing at the forwarders office immediately. Verbal advice is not sufficient.

§ 8

Forwarder invoices are payable upon receipt. The customer is deemed to be default (without warning or other preliminary action being required) at the latest 10 days after receipt of invoice. In case of such default the forwarder is entitled to charge interest as per the German Forwarders Terms and Conditions (ADSp).

§ 9

The exclusive place of performance for all contractual obligations is Berlin. The sole place of jurisdiction for both parties in any lawsuit arising from such contracts is Berlin.

§ 10

This tariff takes effect on February 1st 2026, All previous forwarding tariffs will no longer be valid.

Valid thru 01.02.2026

as of 02/2026

1. Unloading / loading of general cargo



volume ratio: 1 cbm = 333 kg / per beginning 100 kg; m/m 200 kg

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|-----|--|-----|-------|
| 1.1 | Unloading at forwarder's warehouse, transfer from warehouse to the exhibition booth or vice versa, incl. storage fees per project, starting with the first official build-up day and ending with the last official dismantling day, each way | EUR | 44,00 |
| 1.2 | Unloading and direct delivery of courier shipments which was pre-alerted to the forwarder without storage or customs clearance and during the runtime of the show, max. 30 kg | EUR | 36,00 |
| 1.3 | Storage outside the period specified at 1.1; per day and 100 kg | EUR | 8,00 |
- Surcharges as per tariff 4.1 - 4.9 are to be considered

2. Handling of empties and exhibitions goods



Charges per piece and beginning cbm, minimum 2 cbm

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|-----|---|-----|-------|
| 2.1 | Collection of the empty packing materials from exhibition booth, marking, storage including warehouse handling and return to exhibition booth, per piece and beginning cbm (min. 2 cbm) | EUR | 57,00 |
| 2.2 | Surcharge for late hand-over for empty packaging – empties announced as ready for collection later than the constructive set-up period acc. to technical guidelines | + | 35% |
| 2.3 | Collection of exhibition goods from the booth, marking, storage including warehouse handling and return to the booth per piece and beginning cbm (min. 2 cbm) | EUR | 84,00 |

Surcharges as per tariff 4.5 - 4.9 are to be considered
– no further surcharges, no forklift assistance

Empties include packaging and loading equipment such as pallets and machine slides. The volume is calculated by the volume of the individual batch that can be stored. Packages that contain not only packaging material but also trade fair equipment, stand construction material, tools, etc. are not considered to be stored as empties but as exhibition full goods.

3. Manpower and Equipment

Manpower



3.1	Transport worker per beginning hour, min. 4 hrs.	EUR	50,00
	Heavy lift transport worker per beginning hour, min. 4 hrs.	EUR	65,00
	Supervisor** per beginning hour, min. 4 hrs.	EUR	80,00

** Mandatory for crane operations / moving goods longer than 5m / 5 tons surcharges as per tariff 4.1 - 4.9 are to be considered; tools on request

Forklifts



3.2	Forklift including driver ** per beginning hour, min. 1 hrs.*	up to 3,0 t	EUR	147,00
	Forklift including driver ** per beginning hour, min. 1 hrs.*	up to 5,0 t	EUR	154,00

add. 15 minutes each way; *Outside official setup and dismantling period, minimum 4 hrs.

**excl. special equipment such as lifting heights over 5.50 m; crane arm; slings/ropes/shackles; surcharges as per tariff 4.1 - 4.9 are to be considered

Cranes



3.3	mobile crane incl. Driver per beginning hour, Min. 4 hrs.*	bis 20 to	on	request
	mobile crane incl. Driver per beginning hour, Min. 4 hrs.*	bis 50 to	on	request
	Deadline crane planning with the freight forwarder / Messe Berlin	20 days	pre	order
	Deadline for ordering a crane from the freight forwarder	14 days	pre	order

*add. 1 hrs. arrival and departure each way; setup time is considered as working time; excluding trusses, lifting gear, special equipment, etc.; add. supervisor and heavy lift worker as per tariff 3.1.; surcharges as per tariff 4.1 - 4.9 are to be considered

Containers



3.4	Storage container (20')	pc.	on	request
	Office container (20')	pc.	on	request
	Reefer container (20')	pc.	on	request

Deadline for pre-order with freight forwarder 30 days

The rates apply to the duration of the trade show, including arrival and departure, excluding parking permit from Messe Berlin GmbH. For unloading, setup, and loading in front of the exhibition hall, as well the final cleaning of the container we charge a flat rate of EUR 385.00 per container for the above mentioned handling. For orders placed less than 30 days in advance, the rates will increase by 25% according to tariff item 4.6..

4. General charges and surcharges



Surcharges for tariff 1-3;5, and working platforms

4.1	Zuschlag für Spätarbeit (16:00 bis 20:00 Uhr)	+	25%
4.2	Zuschlag für Nachtarbeit (20:00 bis 07:00 Uhr)	+	50%
4.3	Saturday surcharge	+	25%
4.4	Sunday surcharge, Holiday surcharge	+	100%
4.5	Late booking surcharge – for services booked later than 24hours before requested operation time – on the order value	+	25%
4.6	File processing fee per initial order and booth	EUR	75,00
4.7	Fuel surcharge on all tariff items 1,2,3	+	4,6%
4.8	Collection of empty or exhibition goods on the 1st day of the venue	+	100%
4.9	Forwarder liability insurance (SpV) per shipment (for inbound / outbound) acc. to SpV with 0,1131% of the goods value; minimum 11,31 EUR lumpsum per working order / per empties and full goods booking	% EUR	0,1131 11,31
	waiver customers to forwarder liability insurance		
	per national shipment inbound / outbound / handling of empties	EUR	3,00
	per international shipment inbound / outbound / full goods / working order	EUR	6,00
	Insurance for heavy transport and crane work	acc. to	AGB BSK

5. Customs clearance of exhibition goods at the on-site customs office



5.1	Cancellation of transit documents, clearance for temporary or permanent import – per shipment and clearance	EUR	160,00
	additional from 2nd customs tariff item (HS code) per item	EUR	30,00
5.2	Import bond fee based on CIF value, minimum EURO 50,00		2%
5.3	Disbursement fee for Duties/Tax, other charges		5%
5.4	T1 for bonded transfer from fairground	EUR	160,00
	T1cluster as per NCTS 5 (gültig ab 01.11.2023)	EUR	30,00
5.5	Export bond fee based on CIF value, minimum EURO 50,00		2%
5.6	Customs examination fee per examination and shipment	EUR	70,00
5.7	Customs officer fee	as per	outlay
5.8	Carnet ATA storage fee	EUR	90,00
5.9	Communication / paperwork approval per shipment	EUR	50,00
	surcharges as per tariff 4.1 - 4.9 are to be considered		

Rates for rental working platforms on the exhibition grounds



Charges are based on each beginning calendar day

Equipment with working height	Each day	from 5 days	Way up/to per unit	insurcane per day / unit
Material lift Genie up to 4,5 m	110,00 €	83,00 €	100,00 €	5,00 €
Material lift Genie up to 7,5 m	139,00 €	110,00 €	100,00 €	5,00 €
Man-lift electric up to 7,5 m	167,00 €	139,00 €	125,00 €	10,00 €
Scissor lift bis 7,9 m	143,00 €	115,00 €	135,00 €	5,00 €
Scissor lift 8,0m - 11,9 m	190,00 €	158,00 €	135,00 €	5,00 €
Scissor lift 12,0 m – 16,0 m	276,00 €	230,00 €	135,00 €	5,00 €
Telescopic platform 8,0m - 11,9 m	247,00 €	216,00 €	160,00 €	10,00 €
Telescopic platform 12,0 m – 15,9 m	322,00 €	296,00 €	160,00 €	10,00 €
Telescopic platform 16,0 m – 22,9 m	403,00 €	351,00 €	160,00 €	10,00 €
Articul. telescopic platform 8,0m - 11,9 m	276,00 €	239,00 €	160,00 €	15,00 €
Articul. telescopic platform 12,0 m – 15,9 m	345,00 €	311,00 €	160,00 €	15,00 €
Articul. telescopic platform 16,0 m – 22,9 m	414,00 €	380,00 €	160,00 €	15,00 €

For any rental of working platforms, a certificate of competency (e.g., IPAF certificate) must be presented at the time of the order.

The operator/the company is fully liable for all damage to and caused by the rented equipment.

All rental equipment is rented with a limited liability policy, with a deductible of €2,000 per case. The operator/the company is fully responsible for any damage caused to third parties (liability claims); appropriate liability insurance is recommended.

Surcharges as per tariff 4.1 - 4.7 **only** apply for way up / to of the equipment.

All above rates of the Exhibition Freight Handling Tariff are subject to statutory German VAT.