



DHL Global Event Logistics GmbH  
Welserstr. 10d  
D-51149 Cologne  
[congress@dhl.com](mailto:congress@dhl.com)

**LOGISTICS TARIFF**  
**AFCEA Exhibition on 12 - 13 May 2026**

**All shipments with a minimum size of 80 x 60 x 60 cm and a minimum weight of 25 kg  
must be addressed to our forwarding warehouse:  
DHL Global Event Logistics GmbH | Welserstrasse 10d | D-51149 Cologne**

**1. Parcel shipments**

**1.1 All parcels directly sent to the WCCB:**

- Small parcels up to 25 kg (max. 80 x 60 x 60 cm)

**free of charge**

Shipping address:  
Bonn Conference Center Management GmbH  
c/o AFCEA 2026, Exhibitor / Stand no.  
Karl-Carstens-Str. 9  
D-53113 Bonn

This parcels must be picked up at the DHL Service Point at the WCCB.

- Pick-up times during build-up: 9 a.m. - 4 p.m.
- Please identify yourself at the time of pick-up (consignment no. or copy of the shipping label, ID card)
- Outgoing shipments only possible via DHL at the prices and conditions under 1.2.

**1.2 All parcels dispatched via forwarding warehouse:**

- Parcels up to 10 kg (max. 120 x 60 x 60 cm)
- Parcels up to 20 kg (max. 120 x 60 x 60 cm)

per parcel/ per way  
per parcel/ per way

**EUR 35.00**  
**EUR 45.00**

Shipping address:  
DHL Global Event Logistics GmbH  
c/o AFCEA 2026, Exhibitor / Stand no.  
Welserstr. 10d  
D-51149 Cologne

These parcels will be delivered to the stand or collected from the stand and returned according to the order.

*Prices are per parcel, plus postage according to Deutsche Post DHL tariff.*

*Addressing according to shipping instructions 2.1 / 2.2.*

*Registration of the shipment at least 3 working days before delivery at the forwarding warehouse.*

*Arrival at the forwarding warehouse at least 2 working days before the desired stand delivery.*

*For later bookings we charge a handling fee of 20%.*

**2. Delivery by truck (partial loads) via forwarding warehouse Cologne**

Free arrival at forwarding warehouse until free delivery to stand:

- Unloading truck at forwarding warehouse
- Storage in forwarding warehouse (max. 5 days)
- Transport from the forwarding warehouse to the fair ground

Basis: 1 cbm= 333kg  
Delivery to stand up to 200 kg / per item / per way  
per additional 100 kg / per item / per way

**EUR 200.00**  
**EUR 55.00**

*Prices apply per stand and exhibitor.*

*Addressing according to shipping instructions 2.1*

*Registration of the consignment at the forwarding warehouse at least 3 working days before delivery.*

*Arrival at the forwarding warehouse at least 2 working days before the desired stand delivery.*

*For later bookings we charge a handling fee of 20%.*

3. Full truck loads / Direct Unloading/Loading (manual handling) at WCCB				
A timeslot booking <b>must</b> be made with DHL for unloading/loading.				
▪ Unloading/loading timeslot	per slot / 1 hour	EUR		75.00
▪ Short-term unloading/loading timeslot	per slot / 30 min.	EUR		45.00
<i>In case of overrun the 30-minute slot the further duration will be calculated according to the 30-min. tariff.</i> <i>Announcement of truck arrival at least 5 working days before the desired unloading date.</i> <i>For later bookings we charge a handling fee of 20%.</i>				
4. Booking of forklifts and hand pallet trucks/pallet jacks				
forklift 3 ton. Unloading from truck to ground	each order / truck per hour (minimum 2 hours)	EUR		175.00
pallet jack / hand pallet truck 2 ton - short	per hour (minimum 1 hour)	EUR		22.50
pallet jack / hand pallet truck 1 ton - long	per hour (minimum 1 hour)	EUR		27.50
5. Transport workers				
Transport workers / stand helpers	per worker / per hour (minimum 2 hours)	EUR		55.00
6. Empties and full goods handling				
▪ empties handling - standard				
Collection of empty packaging material from the stand, signing, storage for the duration of the event, removal from storage and return to the stand after the end of the exhibition.				
	per item, per cbm (minimum 2 cbm)	EUR		68.50
▪ empties handling - premium (will be delivered first after the end of the exhibition)				
Collection of empty packaging material from the stand, signing, storage for the duration of the event, removal from storage and return to the stand after the end of the exhibition.				
	per item, per cbm (minimum 2 cbm)	EUR		83.00
▪ full goods handling				
Collection of the full goods from the stand, signing, storage for the duration of the event, removal from storage and return delivery exclusively on call.				
	per item, per cbm (minimum 2 cbm)	EUR		94.00
7. Surcharges				
Overtime pay				
Monday - Friday	5 p.m. - 10 p.m.		50%	
Monday - Friday	10 p.m. - 8 a.m.		50%	
Saturday			50%	
Sunday			100%	
Forwarding commission on invoice total	excluding Pos. 3	12,5%	min. EUR	30,00
8. Terms of payment				
▪ Above prices apply per consignment/exhibitor. ▪ All services and rates must be paid before services are provided. ▪ For services without prior order we charge a handling fee of 20% of the total amount.				
▪ <b>All services must be requested at least 5 working days before the service is provided.</b> ▪ <b>The same prices apply to return shipments and services.</b> ▪ <b>Further services can be offered on request.</b> ▪ <b>The duty of care ends when the goods are left at the stand and only begins again when the goods are collected from the stand after the end of the fair - both irrespective of whether the exhibitor is present or whether the shipping documents have been handed in at the DHL Service Point or to our DHL employees. Ask about the favourable conditions for insurance.</b> ▪ <b>Please note that agreed delivery times for transports are non-binding standard delivery times. The standard delivery times stated are subject, among other things, to the situation-related traffic situation and are to be understood as a guideline. Liability for delays can only be accepted within the framework of delivery date commitments agreed in writing and within the framework of the statutory provisions (CMR, HGB).</b>				
We operate exclusively on the basis of the German Freight Forwarders' Standard Terms and Conditions 2017 - ADSp 2017 - and - insofar as these do not apply to the provision of logistics services - in accordance with the Logistics General Terms and Conditions 2019. Note: The ADSp 2017 deviate from the law in clause 23 with regard to the maximum liability amount for damage to goods (§ 431 HGB) by limiting the liability to 2 SDR/kg in the case of multimodal transports including carriage by sea and in the case of an unknown place of damage, and otherwise additionally limiting the standard liability of 8.33 SDR/kg to 1.25 million euros per event of damage and 2.5 million euros per event of damage, but at least 2 SDR/kg. Insofar as the transport, storage or other handling of art objects is concerned, the General Terms and Conditions for Art ("GTC Art") shall apply as amended from time to time.				