



**BUILDING
FUTURE
TOGETHER**
16–19 January 2024

LOGISTICS: THIS IS HOW WE BRING IT ALL TOGETHER

PAGE 1

DELIVERY IN 3 STEPS

- 1. Book time slot: Online registration**
 - Log on to <https://smartlog.sfeag.com/smartlog> and use the phase plan to determine your time slot for each transport (assembly/dismantling) (see below);
 - Print out the 'Checkpoint registration form'
- 2. Delivery/collection on day X: Checkpoint in Basel**
 - Arrive at the checkpoint at Basel-Mulhouse Airport 60 minutes before the confirmed timeslot.
 - The trade fair logistics team will check and complete your registration form* and direct you to the delivery zone
- 3. Seamless handling of goods: Delivery zone Trade fair grounds**
 - Your goods will be unloaded directly by the trade fair forwarding agent (Sempex) for set up and transported to your stand, and vice versa for dismantling

IMPORTANT PROVISIONS

- Report all transports to and from the trade fair grounds in advance: <https://smartlog.sfeag.com/smartlog>
- Unreported transport will not be permitted and transports reported on site will lead to delays and additional costs (CHF 100)
- Unclaimed reserved time slots block other customers and are therefore subject to a charge (CHF 200)
- A driving ban applies to vehicles over 3.5 t on Sundays and bank holidays (small trucks/delivery vans permitted with notification)
- The aisles must be cleared on Monday, 15 January, 2024, from 12 p.m. In Hall 2.2 (Trendwelt Bad), the aisles must be cleared from 12 p.m. on Sunday, 14 January, 2024

GPS checkpoint: Zone de la Plateforme Aéroportuaire (CH customs area) 47.583514/7.538172

Attention: Access to the checkpoint is only possible through Swiss territory! Duty-free access for transports from Switzerland.

PHASE PLAN ASSEMBLY AND DISMANTLING

January 2024

Phase A
(>80m²/
Trendwelt Bad)

Di	Mi	Do	Fr	Sa	So	Mo	Di	Mi	Do	Fr	Sa	So	Mo	Di	Mi	Do	Fr	Sa	So	Mo	Di	Mi	Do	Fr	Sa
2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27
Delivery					**	SWISSBAU							**	Removal											
Set-up														Dismantling (from Fri, 6 p.m.)											

January 2024

Phase B
(<80m²)

Mo	Di	Mi	Do	Fr	Sa	So	Mo	Di	Mi	Do	Fr	Sa	So	Mo	Di	
8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	
Delivery							**	SWISSBAU						**	Removal	
Set-up								Dismantling (from Fri, 6 p.m.)								

* Any transport without a registration form must be re-registered at the checkpoint. This is subject to a fee (CHF 100), you must wait for an available time slot.
 ** A driving ban applies to vehicles over 3.5 t on Sundays (small trucks/delivery vans permitted with notification).

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PAGE 2

GENERAL PRICES AND FEES

Handling of goods in the delivery zones

Unloading and loading as well as transport to and from the stand is carried out exclusively by our logistics partner Sempex and is subject to a fee.

Goods and material handling with

forklifts up to 5 t	CHF 198/hr
Forklift up to 8 t	CHF 228/hr
Forklift up to 12 t	CHF 247/hr
Mobile crane up to 90 t	on request
Armoured rollers	CHF 219/hr
Calculation table	30 min.
Saturday/Sunday surcharge	+50%

Fees

Verification customs documents	CHF 40
Unused time slots	CHF 200
Late notification (<48 h)	CHF 100

PRICES FOR EMPTIES HANDLING

Empties handling (normal)

CHF 66/m³, return delivery on the basis of the agreed return delivery date, before the start of work on the 20th of January 2024

Empties handling (express)

CHF 131/m³, return delivery until approx. 3 hours after the end of the trade fair

Equipment handling

Lifting equipment	CHF 224/m ³
Rolling scaffolding, ladders	CHF 86/m ³
Tool cabinets/boxes	CHF 173/m ³

The following is included in the price: Collection from the stand, transport, storage and return to the stand. You can find our detailed price list [detailed price list](#) on swissbau.ch.

The lift facilities for assembly and dismantling in the delivery zones are, with a few exceptions, reserved for Sempex transports.

HALL OPENING HOURS

Before the trade fair/Assembly

Mon – Sat:	7 a.m. – 10 p.m.
Sun:	8 a.m. – 6 p.m.

System stands ready to be occupied as of Monday, 15 January 2024, 7 a.m.

During the trade fair

Tues – Fri: 9 a.m. – 6 p.m.
Exhibitors with exhibitor passes have access to the trade fair halls one hour before the start of the trade fair (two hours before opening on the first trade fair day) and one hour after the end of the trade fair.

After the trade fair/dismantling

Fri:	6 – 10 p.m.
Sat:	7 a.m. – 10 p.m.
Sun:	8 a.m. – 8 p.m.
Mon – Thurs:	7 a.m. – 10 p.m.

Clearing out of system stands by Saturday, 20 January 2024, 5 p.m.

TRADE FAIR CUSTOMS OFFICE OPENING HOURS

Before the trade fair/assembly

Mon – Fri:	8 a.m. – 4:30 p.m.
Sat:	8 a.m. – 12 p.m.
Sun:	Closed

During the trade fair

Tues, Thurs:	8 a.m. – 4:30 p.m.
Wed:	9 a.m. – 18 p.m.
Fri:	11 a.m. – 20 p.m.

After the trade fair/dismantling

Sat:	8 a.m. – 12 p.m.
Sun:	Closed
Mon – Thurs:	8 a.m. – 4:30 p.m.

For questions relating to the trade fair customs office:

zoll.basel_mitte_messe@bazg.admin.ch,
+41 58 467 18 26

IMPORTANT CONTACTS

Organisation

Logistics Helpline	+41 58 206 34 11
Trade Fair Customs Office	+41 58 206 18 26
Sempex (on-site logistics)	+41 58 307 77 20

TechOffice

	+41 58 206 34 34
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Suspensions, floor/ceiling loads, electrical connections, water connections, Internet connections, floor coverings, storage cellar, stand cleaning

Other Services

Parking	+41 58 206 31 10
Lifting platforms	+41 58 206 32 10
Stand furniture	+41 61 683 40 80
System stands	+41 61 686 94 00
Event technology	+41 58 296 32 25

Emergency number

Trade fair center +41 58 206 23 23

Logistics partner Swissbau

All logistics services in Basel are provided by Sempex, the official logistics partner of Messe Schweiz. Sempex also offers worldwide **transport services** to and from the Messe Basel exhibition venue and is your direct contact for all logistics questions relating to Swissbau:



Sempex AG,
Isteinerstrasse 76, 4058 Basel, sempex.ch
Logistik Service Center
lsc@sempex.com, Tel. 058 307 7720