

# 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**  
(>80m<sup>2</sup>/  
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				**							
Set-up														Removal												
														Dismantling (from Fri, 6 p.m.)												

January 2024

**Phase B**  
(<80m<sup>2</sup>)

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						**								**	
Set-up								SWISSBAU					Removal		
													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).

# LOGISTICS: THIS IS HOW WE BRING IT ALL TOGETHER

## 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/m<sup>3</sup>, 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/m<sup>3</sup>, return delivery until approx. 3 hours after the end of the trade fair

#### Equipment handling

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

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](http://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 p.m.
Sat:	Closed
Sun:	Closed

#### During the trade fair

Tues – Fri:	8 a.m. – 4 p.m.
-------------	-----------------

#### After the trade fair/dismantling

Sat:	4 – 7 p.m.
Sun:	Closed
Mon – Thurs:	8 a.m. – 4 p.m.

For questions relating to the trade fair customs office:  
[zoll.basel\\_mitte\\_messe@bazg.admin.ch](mailto: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
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](http://sempex.ch)  
Logistik Service Center  
[lsc@sempex.com](mailto:lsc@sempex.com), Tel. 058 307 7720