

# LOGISTICS: THIS IS HOW WE BRING IT ALL TOGETHER

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## DELIVERY IN 3 STEPS

### 1. Book time slot: Online registration

- Log on to <https://smartlog.sfeag.com/smartlog> (You will receive access at the end of October 2025 via a separate email)
- Determine your time slot for each transport (assembly/dismantling) based on the phase plan (see page 2)
- 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, 19 January, 2025, from 12 p.m. In Hall 1.2 (Trend World interior design), the aisles must be cleared from 12 p.m. on Sunday, 18 January, 2025

GPS Checkpoint: Airport Platform Area  
(Swiss customs territory) 47.583514, 7.538172

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



\* 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.



BUILDING  
FUTURE  
TOGETHER  
20–23/24 January 2026

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PAGE 2

PHASE PLAN ASSEMBLY AND DISMANTLING | HALLS 1.0 + 1.1

January 2026

Phase A  
(>100m²)

| Tue      | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue                    | Wed | Thu | Fri | Sat                            | Sun | Mon | Tue | Wed | Thu |
|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------------------|-----|-----|-----|--------------------------------|-----|-----|-----|-----|-----|
| 6        | 7   | 8   | 9   | 10  | 11  | 12  | 13  | 14  | 15  | 16  | 17  | 18  | 19  | 20                     | 21  | 22  | 23  | 24                             | 25  | 26  | 27  | 28  | 29  |
| Delivery |     |     |     |     | *   |     |     |     |     |     | *   |     |     | SWISSBAU<br>TRADE FAIR |     |     |     |                                | *   |     |     |     |     |
| Set-up   |     |     |     |     |     |     |     |     |     |     |     |     |     |                        |     |     |     | Dismantling (from Fri, 6 p.m.) |     |     |     |     |     |

January 2026

Phase B  
(<100m²)

| Mon      | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue                    | Wed | Thu | Fri | Sat                               | Sun | Mon | Tue |
|----------|-----|-----|-----|-----|-----|-----|-----|------------------------|-----|-----|-----|-----------------------------------|-----|-----|-----|
| 12       | 13  | 14  | 15  | 16  | 17  | 18  | 19  | 20                     | 21  | 22  | 23  | 24                                | 25  | 26  | 27  |
| Delivery |     |     |     |     |     | *   |     | SWISSBAU<br>TRADE FAIR |     |     |     |                                   | *   |     |     |
| Set-up   |     |     |     |     |     |     |     |                        |     |     |     | Removal                           |     |     |     |
|          |     |     |     |     |     |     |     |                        |     |     |     | Dismantling<br>(from Fri, 6 p.m.) |     |     |     |

PHASE PLAN ASSEMBLY AND DISMANTLING | HALL 1.2

January 2026

Phase A  
(>100m²)

| Tue      | Wed | Thu | Fri | Sat | Sun | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue                    | Wed | Thu | Fri | Sat                            | Sun | Mon | Tue | Wed | Thu |
|----------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------------------|-----|-----|-----|--------------------------------|-----|-----|-----|-----|-----|
| 6        | 7   | 8   | 9   | 10  | 11  | 12  | 13  | 14  | 15  | 16  | 17  | 18  | 19  | 20                     | 21  | 22  | 23  | 24                             | 25  | 26  | 27  | 28  | 29  |
| Delivery |     |     |     |     | *   |     |     |     |     |     | *   |     |     | SWISSBAU<br>TRADE FAIR |     |     |     |                                | *   |     |     |     |     |
| Set-up   |     |     |     |     |     |     |     |     |     |     |     |     |     |                        |     |     |     | Dismantling (from Sat, 4 p.m.) |     |     |     |     |     |

January 2026

Phase B  
(<100m²)

| Mon      | Tue | Wed | Thu | Fri | Sat | Sun | Mon | Tue                    | Wed | Thu | Fri | Sat                               | Sun | Mon | Tue |
|----------|-----|-----|-----|-----|-----|-----|-----|------------------------|-----|-----|-----|-----------------------------------|-----|-----|-----|
| 12       | 13  | 14  | 15  | 16  | 17  | 18  | 19  | 20                     | 21  | 22  | 23  | 24                                | 25  | 26  | 27  |
| Delivery |     |     |     |     |     | *   |     | SWISSBAU<br>TRADE FAIR |     |     |     |                                   | *   |     |     |
| Set-up   |     |     |     |     |     |     |     |                        |     |     |     | Removal                           |     |     |     |
|          |     |     |     |     |     |     |     |                        |     |     |     | Dismantling<br>(from Sat, 4 p.m.) |     |     |     |

\* Vehicles up to a maximum of 3.5 tonnes.

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## PAGE 3

### 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 202/hr |
| Forklift up to 8 t        | CHF 233/hr |
| Forklift up to 12 t       | CHF 252/hr |
| Mobile crane up to 90 t   | on request |
| Armoured rollers          | CHF 221/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 68/m<sup>3</sup>; return delivery on the basis of the agreed return delivery date, before the start of work on the first day of dismantling

#### Empties handling (express)

CHF 133/m<sup>3</sup>, return delivery until approx. 3 hours after the end of the trade fair

#### Equipment handling

|                              |                        |
|------------------------------|------------------------|
| Lifting equipment            | CHF 229/m <sup>3</sup> |
| Rolling scaffolding, ladders | CHF 88/m <sup>3</sup>  |
| Tool cabinets/boxes          | CHF 176/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

|                                                                          |                  |
|--------------------------------------------------------------------------|------------------|
| Monday – Saturday:                                                       | 7 a.m. – 10 p.m. |
| Sunday:                                                                  | 8 a.m. – 6 p.m.  |
| System stands ready to be occupied as of Monday, 19 January 2026, 7 a.m. |                  |

#### During the trade fair

|                                                                                                                                                                                                                       |                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Tuesday – Friday:                                                                                                                                                                                                     | 9 a.m. – 6 p.m. |
| Saturday (Hall 1.2):                                                                                                                                                                                                  | 9 a.m. – 4 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

|                                                                    |                  |
|--------------------------------------------------------------------|------------------|
| Friday:                                                            | 6 – 10 p.m.      |
| Saturday:                                                          | 7 a.m. – 10 p.m. |
| Sunday:                                                            | 8 a.m. – 8 p.m.  |
| Monday – Thursday:                                                 | 7 a.m. – 10 p.m. |
| Clearing out of system stands by Saturday, 24 January 2025, 5 p.m. |                  |

**Important:** As the Trendwelt Innenausbau exhibition will be open in Halls 1.2 and 1.0 South Swissbau Focus from 9 a.m. to 4 p.m. on Saturday, 24 January 2026, we kindly ask you to keep noise levels to a minimum when dismantling your stand on Saturday. This applies in particular to Hall 1.1 South.

### TRADE FAIR CUSTOMS OFFICE OPENING HOURS

#### Assembly

|                          |                    |
|--------------------------|--------------------|
| 06.01.2026 – 19.01.2026: | 8 a.m. – 4:30 p.m. |
| Saturdays:               | 8 a.m. – 12 p.m.   |
| Sundays:                 | closed             |

#### During the trade fair

|                                    |                    |
|------------------------------------|--------------------|
| 20.01.2026 – 22.01.2026:           | 8 a.m. – 4:30 p.m. |
| 23.01.2026 (last day of the fair): | 11 a.m. – 8 p.m.   |

#### After the trade fair/dismantling

|                                  |                    |
|----------------------------------|--------------------|
| Saturday, 24 January 2026:       | 8 a.m. – 8 p.m.    |
| (Last day of the fair, Hall 1.2) |                    |
| Sundays:                         | closed             |
| 26.01.2026 – 30.01.2026:         | 8 a.m. – 4:30 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

### WICHTIGE KONTAKTE

#### Organisation

|                            |                  |
|----------------------------|------------------|
| Logistics Helpline         | +41 58 206 34 11 |
| Trade Fair Customs Office  | +41 58 467 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 |
| System stands | +41 61 686 94 00 |

#### 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 77 20