

Lifting and Handling Order Form



**Deadline for orders:
 Friday 9th January 2026**

Orders received after this are subject to 25% surcharge

Company Name			
Invoice Address			
		Post code	
Stand Name		Stand/ Hall No	
Stand type (space or shell)		Floor type (Raised or carpet)	
On site contact No.		VAT No	
Email address			

<input type="checkbox"/> I agree to the terms and conditions of ILS	Print name	
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To view our Conditions of Trading please click [here](#) and our data privacy policy please click [here](#)

Please indicate below the services you wish to order from ILS:

- | | | |
|---|--|--|
| <input type="checkbox"/> Machinery - please provide full details/drawings | <input type="checkbox"/> Exhibits | <input type="checkbox"/> Stand fitting material |
| <input type="checkbox"/> Own Hiab delivery - Items over 4000kgs only | £200.00 | Supervision fee each way |
| <input type="checkbox"/> Versa/ FLT - Items over 3000kgs Offload <input type="checkbox"/> Reload <input type="checkbox"/> | £15.00 | per 1cbm or 333kgs, min 3cbm, per lift |
| <input type="checkbox"/> FLT - Items 3000kgs and under Offload <input type="checkbox"/> Reload <input type="checkbox"/> | £15.00 | per 1cbm or 333kgs, min 3cbm, per lift |
| <input type="checkbox"/> FLT re-lifting from/to pallets/crates | £15.00 | per 1cbm or 333kgs, min 3cbm, per lift |
| <input type="checkbox"/> FLT and driver assembly/dismantling (up to 5T FLT) | £75.00 | per hour, min 1 hour |
| <input type="checkbox"/> Empty case storage | £45.00 | per 1cbm, min 3cbm |
| <input type="checkbox"/> On site courier reception (includes delivery to stand) In <input type="checkbox"/> Out <input type="checkbox"/> | £50.00 | per 1cbm or 333kgs, min 1cbm |
| <input type="checkbox"/> Advance warehouse In <input type="checkbox"/> Out <input type="checkbox"/> | £85.00 | per 1cbm or 333kgs, min 1cbm |
| <input type="checkbox"/> Freight Transport | | quotation upon request |
| ILS Admin fee will apply to all orders | £35.00 | per operation |

N.B. Charges are based on work carried out Monday - Friday from 0800 - 1800 hours. Work outside these hours incurs a 50% surcharge. There is a minimum charge of £65.00. All prices are subject to VAT at the rate current at the time of invoicing. A full quotation for all services indicated will be supplied. Once your confirmation is received, payment in full against our pro-forma invoice will be required prior to commencement of work.

QUANTITY	DESCRIPTION	L	W	x	H	cms	WEIGHT KGS
		X				X	
		X				X	
		X				X	
		X				X	
		X				X	
		X				X	

*Must be completed	*Total value of goods	£
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Preferred Offload date	Must be agreed with ILS	am	Preferred Reload date	Must be agreed with ILS	am
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Credit card details are required to guarantee booking.

Card number																			
Start date		Expiry date		Security Code															
Name on the card				Debit	<input type="checkbox"/>	Credit	<input type="checkbox"/>												

Please return completed form to address below:

John Lawson / Kelly Gouveia - International Lifting & Shipping

International House, Colonnade Point, Central Boulevard, Prologis Park, Coventry CV6 4BU

Tel: +44 (0) 24 7633 7955 Email: jl@i-l-s.co.uk / kelly@i-l-s.co.uk Web: www.ils-logicsticslive.co.uk

All business is undertaken subject to the current edition of our Conditions of Trading, copies of which are available upon request. These conditions contain provisions which limit and/or exclude our liability and should be read carefully. Without prejudice to the generality of those conditions, please note that in no circumstances will we accept responsibility for goods left unattended at any time, whether on a stand or in an open store or otherwise (All stores deemed open unless expressly stated otherwise)